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ABSTRACT

The publication provides a collection of descriptions representing a broad cross section of State adult education programs which have integrated career education into their curricula. Career education in this resource has been defined to include career awareness, orientation, skill development or other career education goals as defined by the local adult education program. Approximately 2600 programs were contacted and of the 500 responses received 152 indicated that they had integrated career education into their programs and provided the survey staff with appropriate data and program descriptions. The programs are listed alphabetically by State. Each entry includes the program's study scope (adult basic education, general educational development diploma, English as a second language, continuing education, general adult education, or vocational education), career education goals, methods used to include career education in the curriculum, and a description of career activities. Each program administrator's address and telephone number are listed. (Author/BP)

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EXPLORATIONS
Part II

(Guidelines for Career Development in Adult Education)

State Listing of Adult Career Education Activities

ADULT CAREER EDUCATION RESOURCES SURVEY
of
Ward D'Zmura, Career and Counseling Services

EXPLORATIONS
Part II

(Guidelines for Career Development in Adult Education)

State Listing of Adult Career Education Activities

June 1974

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This publication is a result of dedicated efforts and contributions by many individuals. We are particularly grateful to the State Directors of Adult Education who provided the Adult Career Education Resources Survey with listings of their local Adult Basic Education and continuing education programs.

We are also extremely appreciative of the information provided by local adult education program personnel who took time from their busy schedules to respond to the Survey's request. Without their assistance, this publication would not have been possible.

To the Directors and staffs of Regional Staff Development projects, and other State and Federally funded programs across the country, we are indebted for continuing assistance, encouragement and guidance.

My thanks are extended as well to all, including Survey staff, who have contributed in the process of developing Explorations, Part II. Both individually and collectively they have made my tasks much easier.

Fae E. Hoffman
Project Director

June 1974

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NOTE TO THE READER

The Adult Career Education Resources Survey has been funded by the U.S. Office of Education for an additional year, through June, 1975. During this extended period, Survey staff will field test the career development activities suggested in Explorations, Part I, the first volume of this set of guidelines for career development in adult education. Field testing will be designed to measure appropriateness as well as effectiveness of these activities for various adult student populations. Based on field test results, suggested activities will be refined or modified, and published in a revised edition.

Adult education teachers (either ABE or adult continuing education) who wish to participate in the field test are encouraged to contact us, preferably by October 15, 1974.

We also welcome any comments you may have about Explorations, Part II.

Please address corrrespondence to:

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Adult Career Education Resources Survey
B'nai B'rith Career and Counseling Services
1640 Rhode Island Avenue, N.W.
Washington, D.C. 20036

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INTRODUCTION

An important premise of the Adult Career Education Resources Survey is that an awareness and orientation to the applicability of career education for one's daily life and one's future be developed by adult students. The importance of each adult being able to explore a variety of job and career possibilities is also stressed. In supporting these premises the Survey compiles career resources for adults. Also provided are materials that may encourage adult educators to easily introduce and implement career education activities into existing curricula.

In viewing the importance of the career education concept in adult education, the newly emerging manpower requirements of this country should be recognized. It is estimated that by the end of this decade, eight out of ten jobs in the United States will require less than a baccalaureate degree.1/ As a result, educational curricula should be redirected to provide adult students with increased opportunities to understand the role of work in our society and the range of jobs and careers available. Career education is a fundamental bridge which may be helpful in closing the gap between projected manpower needs and the present adult education process by bringing opportunities for career orientation, awareness and skill development into the classroom.

The Adult Career Education Resources Survey was established to furnish career education resources for adults through the development of several easy-to-use publications. Explorations, Part II is an administrative guide to many adult education programs throughout the United States which have already integrated career education concepts into their adult programs. Through sharing this career integration information, Survey staff hope that plans will develop to bring career education concepts into the reader's own adult education program.

1/ Career Education, U.S. Department of Health, Education, and Welfare, 1971, Washington, D.C. (Pub. #OE 72-39).

Explorations, Part II

This publication provides a collection of descriptions representing a broad cross-section of local adult education programs which have integrated career education into their curricula. Career education in this resource has been defined to include career awareness, orientation, skill development or other career education goals as defined by the local adult education program.

Explorations, Part II may be useful to adult educators, both administrators and teachers, who are seeking ways to bring career education into their own programs.

Programs included in this resource are extremely varied. Some career integrated programs are traditional in orientation with emphasis on specific skill development, such as auto mechanics or typing. Other programs are more progressive and general in nature. They offer the adult in-depth counseling, career awareness and orientation, skill development, job seeking skills, placement and follow-up. Several correctional institutions, for example, offer in-depth counseling with regard to the philosophy of working. Each program in this directory, however, stresses that career activities are designed to meet the needs of the adult students enrolled.

Scope of Effort

The Survey staff compiled a listing of approximately 2600 local adult education programs. These were provided, with some exceptions, by State Directors of Adult Education. This listing includes Adult Basic Education programs and continuing education programs sponsored by local public school systems, community colleges and correctional institutions.

Each of the listed adult education programs was contacted by letter which included an information sheet requesting data and descriptions of career activities, if any, of the adult education programs. Approximately 500 programs volunteered responses to the request for information. Of these, 152 indicated that they had integrated career education into their programs and provided the Survey staff will appropriate data and program descriptions.

Information Requested

Each local adult education program received an information questionnaire. The portion applicable to this directory is reproduced here:

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ADULT CAREER EDUCATION RESOURCES SURVEY

Career Education Activities in Adult Education Curricula

I. Background Information

Name of Adult Education Program: _____

Address: _____

_____ Telephone: _____

Administrator to Contact for Further Information: _____

This is: _____ ABE _____ Continuing Education _____ Other (specify) _____

The Adult Education program in this school _____does _____ does not include career education in its curriculum.

If response is positive to the above statement, please complete the following:

II. Career Education Program Information

A. Program Goals

_____ To increase career awareness and knowledge of opportunities within occupational fields;

_____ To develop specific skills for job entry;

_____ Other (please explain): _____

_____

B. Student Participation in Adult Career Education Activities

_____ Integrated into this adult education program

_____ Outside this adult education program (not sponsored by program)

_____ Supplementary to this ongoing adult education program (sponsored by the program)

C. Description of Career Education Program in Your School. *(The Survey is interested in a description of your career activities or program and its scope that would assist other educators in introducing career education into their adult education programs.)*

_____

_____

_____

_____

Utilization of Explorations, Part II

Each adult education program included in Explorations, Part II has been categorized by State. In this way adult educators in that State wishing to contact the program may do so with relative ease, possibly arranging an observation visit. Each administrator has been listed along with address and telephone number of the described program.

In addition, each program indicated its study scope: Adult Basic Education, General Educational Development diploma, English as a Second Language, continuing education, general adult education or vocational education. This indication should assist the reader to align and/or compare his or her program interests with the career-oriented adult programs.

The career education goals of each adult career education program are indicated. Many of the programs stressed that they were working towards career orientation and awareness within the adult student population. Often skill development for specific jobs was offered to the adult. There are many variations.

The way in which each program listed in Explorations, Part II has integrated career education concepts into their curricula should also be of interest. Each program was asked to indicate a method used to include career education in its curriculum. The following questions were asked. Were the career education activities a part of the regular adult curriculum? Were the activities available to the students, but supplemental to the program? Were the activities available to the students but sponsored by an outside agency?

Perhaps the most relevant portion of each entry is the written description of career activities within each adult education program. It is here that the specific orientation of each program emerges. Each description was carefully reviewed by Survey staff to ensure that the program did include career education. The reader may note variations in the writing styles of the descriptions. As little editing was done as possible to ensure that the "flavor" of each program was maintained.

Survey staff urges adult educators to contact directly programs whose career activities, methodology for career integration, program goals and student body interest them. Adult educators responding to the Survey's request for information appeared open to inquiries from other adult educators.

Other Survey Resources

Explorations, Part II (State Listing of Adult Career Education Activities) is only one of three printed resources of the Adult Career Education Resources Survey.

Explorations, Part I (Career Activities for Adult Education Classes) is a companion publication which provides a group of guiding, exploring activities which address adult student needs for utilization of career materials in the learning process. It

may be useful to adult education teachers in developing career awareness in their students. The activities are designed to assist adults in their practical exploration of career goals and motivations.

Activities are presented as suggestions for incorporating career awareness into the teacher's ongoing curriculum. Each career development activity in Explorations, Part I has been placed in one of four curriculum areas:

- reading
- oral communications
- writing
- critical thinking

The Survey also compiled a compendium of adult career information materials, Resources (Recommendations for Adult Career Resources). This compendium includes abstracts of career information materials from a variety of media. Materials listed were subjected to extensive review to assure suitability, not only in terms of use by adults, but also in presentation of quality career information. Reading levels, of particular importance to Adult Basic Education Teachers, have been included for each written career material. Emphasis has also been placed on inclusion of inexpensive or free materials for maximum acquisition. Each entry in the compendium is catalogued according to major occupational areas and also contains all needed information and cost data for retrieval and purchase.

STATE LISTING OF
ADULT CAREER EDUCATION ACTIVITIES

State: Alabama

Etowah County Adult Basic Education

E. C. Wilson
Etowah County Adult Basic Education
Etowah County Courthouse
Gadsden, Alabama 35901
(205) 546-2821 x256

Adult Education Program is: Adult Basic Education and other adult education.

Goals of Career Education in Program: to increase career awareness and knowledge of opportunities within occupational fields.

Student Participation in Career Education Activities: integrated into this adult education program.

Description of Career Education Activities: career education activities are integrated into existing program. Scope includes lowest educational level through the highest level.

State: Alabama

Huntsville Adult Education Program

Bobbie Walden
Adult Learning Center
2627 Hall Avenue, N.W.
Huntsville, Alabama 35805
(205) 536-5328 or 534-7639

Adult Education Program is: Adult Basic Education and pre-vocational career education.

Goals of Career Education in Program: to increase career awareness and knowledge of opportunities within occupational fields.

Student Participation in Career Education Activities: integrated into this adult education program.

Description of Career Education Activities: Purpose of project is to perfect a career decision-making model with which ABE teachers can assist students to: (1) upgrade themselves educationally, (2) make realistic career decisions and (3) pursue required training with limited output of funds to achieve career goals.

State: Arizona

Adult Distributive Education Program

Duane C. Brickner, Coordinator
Adult Distributive Education Program
1202 West Thomas Road
Phoenix, Arizona 85013
(602) 264-2492 x377

Adult Education Program is: adult distributive education.

Goals of Career Education in Program: to develop specific career skills for job entry.

Student Participation in Career Education Activities: integrated into this adult education program.

Description of Career Education Activities: Available through Phoenix College Evening Division, the Adult Distributive Education Program trains already employed individuals to increase their efficiency, income and competence. Training programs are offered in management, supervision, service and sales personnel. Instruction is based on needs of individuals within their job framework.

State: Arizona

Flagstaff Adult Education

Don Clark or Robin Quale
Flagstaff Adult Education
701 North Kendrick
Flagstaff, Arizona 86001
(602) 774-8726

Adult Education Program is: Adult Basic Education, GED, citizenship and vocational education.

Goals of Career Education in Program: to develop specific career skills for job entry.

Student Participation in Career Education Activities: outside this adult education program (not sponsored by program).

Description of Career Education Activities: Career education through community education: career-oriented activities as by-product of fifty classes offered each semester. Classes include Silversmithing, Typing, Shorthand, Welding, Bookkeeping.

State: Arizona

Mesa Community College

Roger L. Worsley
Mesa Community College
1833 West Southern Avenue
Mesa, Arizona 85202
(602) 833-1261

Adult Education Program is: continuing education.

Goals of Career Education in Program: to increase career awareness; to develop specific career skills; to upgrade jobs through additional training.

Student Participation in Career Education Activities: integrated into this adult education program.

Description of Career Education Activities: Specific career curricula is included as well as courses for skill development. Career counseling is built into activities of counseling center and is part of total program.

State: Arizona

World of Work

Peter Jepson
World of Work
Mohave Community College
1971 Jagerson Avenue
Kingman, Arizona 86401
(602) 757-4331

Adult Education Program is: continuing education.

Goals of Career Education in Program: to increase career awareness; to develop specific career skills.

Student Participation in Career Education Activities: integrated into this adult education program.

Description of Career Education Activities: Beginning school year 1974-75, program is designed to familiarize adults with career opportunities available in Arizona and Mohave County. Emphasis on role of educator in developing career awareness within students. Students will actively participate in career exposure in Mohave County.

State: Arkansas

Delta Vocational Technical School

Delta Vocational Technical School
P.O. Box 279
Highway 63 West
Marked Tree, Arkansas 72365
(501) 358-2117

Adult Education Program is: Adult Basic Education.

Goals of Career Education in Program: to develop specific career skills for job entry.

Student Participation in Career Education Activities: integrated into this adult education program.

Description of Career Education Activities: Delta Vocational School prepares adults, 16 years and older, for employment. Job skills are offered which provide competence in the following career areas: agricultural equipment and diesel mechanics, appliance service, automobile mechanics, clerical business education, cosmetology and operating room technicians.

State: Arkansas

Disadvantaged and Handicapped Programs

Charles Sanders, Jr.
Disadvantaged and Handicapped Programs
Cotton Boll Vo-Tech School
Box 36
Burdette, Arkansas 72321
(501) 763-1486

Adult Education Program is: Adult Basic Education, continuing education, and special training.

Goals of Career Education in Program: to reach and teach individuals with restricted skills which limit access to job opportunities or career advancement.

Student Participation in Career Education Activities: integrated into this adult education program.

Description of Career Education Activities: Individuals are recruited with academic, socio-economic, cultural and other handicaps preventing them from succeeding in the world of work. Combining ABE, general adult education and special adult education, individuals are prepared for job opportunities and career advancement. Special on-the-job training programs are also available.

State: Arkansas

Fayetteville Adult Education Program

Roy C. Smith
Fayetteville Adult Education Program
Fayetteville High School West Campus
Fayetteville, Arkansas 72701
(501) 442-7351

Adult Education Program is: Adult Basic Education and continuing education.

Goals of Career Education in Program: to develop and upgrade specific career skills.

Student Participation in Career Education Activities: integrated into this adult education program.

Description of Career Education Activities: Fayetteville Adult Education program offers developmental skills in career fields and upgrades skills of those already employed in order to increase career opportunities.

State: Arkansas

Newport Technical Science Center

Newport Technical Science Center
Newport Public Schools
Newport, Arkansas 72112
(501) 523-5288

Adult Education Program is: Adult Basic Education and general adult education.

Goals of Career Education in Program: to develop specific career skills for job entry.

Student Participation in Career Education Activities: outside this adult education program (not sponsored by program).

Description of Career Education Activities: Several courses are offered to assist adults in their present occupations or in exploration of career opportunities in new areas. Length of course instruction ranges from ten to forty hours.

State: Arkansas

Waldron Adult Education Program

James Staggs, Superintendent
Waldron Adult Education Program
Box 147
Waldron, Arkansas 72958
(501) 637-2386

Adult Education Program is: continuing education.

Goals of Career Education in Program: to increase career awareness and knowledge of opportunities within occupational fields.

Student Participation in Career Education Activities: integrated into this adult education program.

Description of Career Education Activities: Students are offered counseling concerning available job opportunities, qualifications and training requirements. Program uses printed career materials in the program.

State: California

Alameda Adult School

Robert F. Reilly
Alameda Adult School
2200 Central Avenue, Room 117
Alameda, California 94501
(415) 522-6700

Adult Education Program is: adult education.

Goals of Career Education in Program: to increase career awareness and knowledge of opportunities within occupational fields.

Student Participation in Career Education Activities: integrated into this adult education program.

Description of Career Education Activities: Career counseling and skill tutoring is provided by adult school personnel to low income housing residents. Disadvantaged adults are encouraged to use evening career center.

State: California

Armijo Adult School

Victor D. Abrunzo, Jr.
Armijo Adult School
824 Washington Street
Fairfield, California 94533
(707) 422-5610

Adult Education Program is: Adult Basic Education, continuing education and secondary education.

Goals of Career Education in Program: to increase career awareness; to develop specific career skills; to maintain a continuing self-awareness of changes in the adult and the world of work.

Student Participation in Career Education Activities: integrated into this adult education program.

Description of Career Education Activities: Adult School has integrated the following career activities into curriculum: (1) career orientation in planning work for high school diploma, (2) student use of high school career center, (3) student utilization of state employment personnel and (4) coordination with district-wide career program and the Chamber of Commerce.

State: California

Atascadero High School Adult Education Program

William A. Young or Al Peterson
Atascadero High School Adult Education Program
#1 High School Hill
Atascadero, California 93422
(805) 466-0393

Adult Education Program is: Adult Basic Education and continuing education.

Goals of Career Education in Program: to increase career awareness; to develop specific career skills; to assist in meaningful retirement career activities.

Student Participation in Career Education Activities: Integrated into this adult education program.

Description of Career Education Activities: Career education program provides skill development in the following areas: (1) woodshop: basic cabinet-making procedures, (2) autoshop: basic auto mechanics, (3) typing: individual typing instruction, (4) shorthand: class instruction in Gregg and (5) welding: basic procedures (lab and lecture).

State: California

Chino Community Adult School

John P. Kropp
Chino Community Adult School
5130 Riverside Drive
Chino, California 91710
(714) 628-1201

Adult Education Program is: Adult Basic Education and continuing education.

Goals of Career Education in Program: to increase career awareness; to develop specific career skills.

Student Participation in Career Education Activities: integrated into this adult education program.

Description of Career Education Activities: Career education program includes auto mechanics and a body and fender program which prepares students for employment. The business lab prepares student to perform office work. Knowledge of working with the computer is planned for the future. Other areas include: custodial building maintenance, home health aide, nursing assistant, instructional aide training which prepare students for careers. Scheduled speakers discuss careers with ABE students. Pamphlets are distributed throughout classes relating to specific careers.

State: California

Compton Adult School

Harlan L. Polsky
Compton Adult School
515 E. Compton Boulevard
Compton, California 90221
(213) 636-2263

Adult Education Program is: Adult Basic Education, continuing education and regular adult education.

Goals of Career Education in Program: to increase career awareness; to develop specific career skills.

Student Participation in Career Education Activities: integrated into and also supplementary to ongoing adult education program (sponsored by the program).

Description of Career Education Activities: All ongoing adult programs are related to career education. Specific training programs are also offered in various career fields (i.e., upholstery, power serving, electronics, office occupation, etc.).

State: California

East Los Angeles Occupational Center

Oscar L. Gallego, Principal
East Los Angeles Occupational Center
2100 Marengo Street
Los Angeles, California 90033
(213) 223-1283

Adult Education Program is: continuing education and vocational training (career education).

Goals of Career Education in Program: to increase career awareness; to develop specific career skills; to place students in training-related jobs at completion of courses.

Student Participation in Career Education Actvities: integrated into this adult education program.

Description of Career Education Activities: East Los Angeles Occupational Center is a multi-vocational training facility designed to train predominantly Spanish-surnamed adults and young adults for jobs. Counseling, instruction, and placement are accomplished on an individual basis.

State: California

El Monte Adult School

Henry C. Blankenship
El Monte Adult School
3048 N. Tyler Avenue
El Monte, California 91731
(213) 443-4019

Adult Education Program is: Adult Basic Education and continuing education.

Goals of Career Education in Program: to increase career awareness; to develop specific career skills.

Student Participation in Career Education Activities: integrated into this adult education program.

Description of Career Education Activities: Purpose of career activities is basic: to provide specific training leading to employment. Training is offered in a variety of fields.

State: California

Federal Correctional Institution, Women's Division

D. M. Butts, Supervisor of Education
Federal Correctional Institution, Women's Division
Terminal Island
San Pedro, California 90731
(213) 831-8961

Adult Education Program is: Adult Basic Education and continuing education.

Goals of Career Education in Program: to increase career awareness; to develop specific career skills.

Student Participation in Career Education Activities: supplementary to this ongoing adult education program (sponsored by the program).

Description of Career Education Activities: Career activities include specific skill training in: business education (typing, shorthand, filing, office machines), keypunch, waitress training, power machine sewing and food service.

State: California

Hayward Adult and Technical School

Harold W. Poler
Hayward Adult and Technical School
Hayward Unified School District
26011 Kay Avenue
Hayward, California 94544
(213) 771-2991

Adult Education Program is: Adult Basic Education and continuing education.

Goals of Career Education in Program: to develop specific career skills.

Student Participation in Career Education Activities: supplementary to this ongoing adult education program (sponsored by the program).

Description of Career Education Activities: Each teacher and counselor provides information on career and occupational awareness. Career education program is providing specific vocational training (80%) through apprenticeship training and trade extension in the following areas: vocational nursing, nurse's aide-home health aide, orderly, medical and legal secretaries and other business and vocational classes. School is currently working toward the establishment of guidance and counseling career centers.

State: California

La Puente Valley Adult Schools

Ernestine Schnuelle, Correctional Education Division
1060 North Eastern Avenue
Los Angeles, California 90063
(213) 267-2069

Adult Education Program is: Adult Basic Education, continuing education and vocational education.

Goals of Career Education in Program: to increase career awareness; to develop specific career skills.

Student Participation in Career Education Activities: integrated into this adult education program.

Description of Career Education Activities: La Puente Valley Adult Schools include a variety of vocational courses to develop specific career skills. The following courses are included, or will be included in the upcoming year: Vocational Wig and Hair Piece Styling, Vocational Musicianship, Professional Arranging (music), Landscaping, Cabinetmaking; Commercial Art and Brick Masonry.

State: California

Lodi Adult School

Bert "L" Watson, Jr.
Lodi Adult School
525 W. Lockeford Street
Lodi, California 95240
(209) 369-7411 x365

Adult Education Program is: Adult Basic Education, continuing education, and comprehensive high school and adult programs.

Goals of Career Education in Program: to increase career awareness; to develop specific career skills.

Student Participation in Career Education Activities: integrated into this adult education program with some outside courses (not sponsored by program).

Description of Career Education Activities: Career program includes: business education, industrial education, homemaking and regional occupational programs.

State: California

Los Angeles Community Adult School

Jerry Adler
Los Angeles Community Adult School
4600 West Olympic Boulevard
Los Angeles, California 90019
(213) 933-8437

Adult Education Program is: Adult Basic Education and continuing education.

Goals of Career Education in Program: to increase career awareness; to develop specific career skills.

Student Participation in Career Education Activities: integrated into this adult education program; some activities are supplementary to this ongoing adult education program (sponsored by the program).

Description of Career Education Activities: Traditional skill development courses are offered in addition to academic offerings. Photo Offset Lithography (offset printing) is also offered in which adults learn to handle all production phases of a printed piece from planning and writing to completion of a finished product.

State: California

Metropolitan Adult Education Program

Leland Clark
Metropolitan Adult Education Program
1671 Park Avenue
San Jose, California 95126
(408) 293-5400

Adult Education Program is: adult education.

Goals of Career Education in Program: to develop specific career skills for job entry.

Student Participation in Career Education Activities: integrated into this adult education program.

Description of Career Education Activities: MAEP offers career education in two courses: Psychology of Self-Appraisal and Career Planning. Six full-time counselors and a placement officer offer career guidance to students. Approximately 40% of school population is enrolled in vocational education composed of pre-service and occupational extension courses.

State: California

Montebello Adult Schools

Raymond B. Hooper, Director
Montebello Adult Schools
149 N. 21st Street
Montebello, California 90640
(213) 722-2173

Adult Education Program is: Adult Basic Education and continuing education.

Goals of Career Education in Program: to increase career awareness; to develop specific career skills.

Student Participation in Career Education Activities: integrated into this adult education program.

Description of Career Education Activities: Three basic career-oriented programs are offered: (1) Career Education is a part of all curricula. ABE curriculum is complete with Consumer Education course and is geared to occupational education. (2) Career Education is offered as a 6 week block program. Adults are offered occupational information, take occupational inventory tests, and receive counseling. (3) Specific occupational skills are part of total curriculum.

State: California

Mt. Diablo Adult School

L. M. Haagensen
Mt. Diablo Adult School
2211 Bacon Street
Concord, California 94520
(415) 685-7340

Adult Education Program is: Adult Basic Education, continuing education, and all forms of adult education.

Goals of Career Education in Program: to increase career awareness; to develop specific career skills.

Student Participation in Career Education Activities: integrated into this adult education program.

Description of Career Education Activities: In cooperation with City, County, State and Federal agencies, Mt. Diablo provides training for jobs with special emphasis on training the disadvantaged.

State: California

Perris Union High School Adult Education

Emilijane A. Williams
Perris Union High School District, Adult Education
101 East Nuevo Road
Perris, California 92370
(714) 657-2149

Adult Education Program is: Adult Basic Education and continuing education.

Goals of Career Education in Program: to develop specific career skills for job entry.

Student Participation in Career Education Activities: integrated into this adult education program.

Description of Career Education Activities: Career education program is incorporated into vocational classes including Business, Welding, Upholstering.

State: California

Piedmont Continuing and Adult Education

Dale H. Porter
Piedmont Continuing and Adult Education
800 Magnolia Avenue
Piedmont, California 94611
(415) 653-6522

Adult Education Program is: adult education.

Goals of Career Education in Program: to increase career awareness; to participate in career exploration activities.

Student Participation in Career Education Activities: supplementary to this ongoing adult education program (sponsored by the program).

Description of Career Education Activities: Adults explore occupations in which they have interest. Program provides student with opportunities to observe and work under supervision in a business, professional or industrial establishment. With this experience and related instruction, student should gain perspective and understanding of specific occupation or possible career choice.

State: California

Poway Adult School

Steven R. Zorich
Poway Adult School
13626 Twin Peaks Road
Poway, California 92064
(714) 748-3651

Adult Education Program is: continuing education.

Goals of Career Education in Program: to develop specific career skills; to provide career information and brush-up training.

Student Participation in Career Education Activities: integrated into this adult education program.

Description of Career Education Activities: A course in Applied Checker training has been implemented. Actual instruction on touch operation of electric cash registers is provided. The goal is to provide entry-level skills in operating of machines after approximately 60 hours of classroom instruction.

State: California

Salinas Adult School

H. G. Royal, Director
Salinas Adult School
431 West Alisal Street
Salinas, California 93901
(408) 758-0956

Adult Education Program is: continuing education.

Goals of Career Education in Program: to increase career awareness; to develop specific career skills.

Student Participation in Career Education Activities: integrated into and also supplementary (sponsored by the program) to this ongoing adult education program.

Description of Career Education Activities: Cooperative training programs are offered with welfare department. Programs for in-district personnel, teachers, custodians and bus drivers are also given. Entry level programs such as secretarial, grocery checker, custodian, nurse's aide, printing, etc. are provided.

State: California

San Bernardino City Unified School District
Department of Adult Education

Edward V. Hurlbut, Director
Department of Adult Education
San Bernardino City Unified School District
545 West 17th Street
San Bernardino, California 92405
(714) 882-2537

Adult Education Program is: Adult Basic Education, continuing education and general adult education.

Goals of Career Education in Program: to increase career awareness; to develop specific career skills.

Student Participation in Career Education Activities: integrated into this adult education program.

Description of Career Education Activities: Education is lifetime effort to find better answers to problems of living as responsible human beings. In adult education these problems become more acute rather than less so. Program goals are to help seek solutions to these problems. Mature men and women know, to a large extent, what they need in educational assistance; this help is provided within the structure of adult education.

State: California

San Juan School for Adults

James W. Dokken
San Juan School for Adults
1150 Eastern Avenue
Sacramento, California 95825
(916) 404-2171

Adult Education Program is: regular adult program.

Goals of Career Education in Program: to increase career awareness; to develop specific career skills.

Student Participation in Career Education: integrated into this adult education program and in some instances supplementary to this ongoing adult education program (sponsored by the program).

Description of Career Education Activities: Small career library includes information about current labor market, specific careers, etc. Testing (Kuder, JOB-O) available upon request. Course in Job Seeking Skills to be offered in summer school may also be offered in regular school year.

State: California

Santa Rosa Adult Education Center

John Boriolo, Principal
Santa Rosa Adult Education Center
1701 Piner Road
Santa Rosa, California 95401
(707) 545-0220

Adult Education Program is: Adult Basic Education.

Goals of Career Education in Program: to increase career awareness; to develop specific career skills; to pass GED test; to qualify for certain jobs.

Student Participation in Career Education Activities: integrated into this adult education program.

Description of Career Education Activities: Career activities include: (1) discussion of career preparation and employment opportunities in office practice classes, (2) mini-course in job-seeking skills and (3) dissemination and posting of employment information.

State: California

Simi Valley Adult School

Wilfred Hopp, Principal
Simi Valley Adult School
3150 School Street
Simi Valley, California 93065
(805) 527-4840

Adult Education Program is: continuing education and general adult education.

Goals of Career Education in Program: to increase career awareness; to develop specific career skills; to evaluate students as related to a specific career and occupational areas.

Student Participation in Career Education Activities: integrated into this adult education program.

Description of Career Education Activities: Career guidance center is operated cooperatively with adult school and local high school.

State: California

South Bay Adult School

M. B. Fish, Principal
South Bay Adult School
701 S. Peck Avenue
Manhattan Beach, California 90266
(213) 379-5421

Adult Education Program is: general adult education.

Goals of Career Education in Program: to increase career awareness; to develop specific career skills.

Student Participation in Career Education Activities: integrated into this adult education program.

Description of Career Education Activities: School offers a "Career Series." Students take Strong Occupational Interest Inventory and two weeks later receive a computerized print-out of results. Results are discussed with each student individually. Last meetings of series are devoted to constructing resume and systematic career opportunity search utilizing interest and aptitudes. Counseling staff plans student program leading to vocational proficiency. Classes may be taken both in the South Bay program and the Southern California Regional Occupational Center (SCROC).

State: California

Sweetwater Union High School District
Department of Adult Education

Edward J. Hawken, Director of Adult Education
Department of Adult Education
Sweetwater Union High School District
2800 Highland Avenue
National City, California 92050
(714) 477-1196

Adult Education Program is: Adult Basic Education and continuing education.

Goals of Career Education in Program: to increase career awareness; to develop specific career skills.

Student Participation in Career Education Activities: integrated into this adult education program.

Description of Career Education Activities: Skill development in specific career courses includes: Small Engine Technician, Marine Engine Technician, Bilingual Clerk-Typist, Keypunch Operator, Auto Body Repair and Mechanics, Power Sewing, Printing, Upholstering, and Radio and Television Repair.

State: California

Training for a Medical Secretary and General Review: How to Get a Job

William E. Heyde, Business Instructor
Training for a Medical Secretary
13130 Ridgeway Drive
Poway, California 92064
(714) 748-0193

Adult Education Program is: continuing education.

Goals of Career Education in Program: to increase career awareness; to develop specific career skills.

Student Participation in Career Education Activities: integrated into this adult education program.

Description of Career Education Activities: Because of need for medical secretaries, students are taken with whatever background they have and provided instruction to become employable. Students are given directions on job finding. Every facet of the job spectrum is explored. Most students are assured of job before completion of course.

State: California

Tulare Adult School

David R. Eshelman, Principal
Tulare Adult School
755 East Tulare Avenue
Tulare, California 93274
(209) 686-4761

Adult Education Program is: Adult Basic Education and continuing education.

Goals of Career Education in Program: to increase career awareness; to develop specific career skills.

Student Participation in Career Education Activities: integrated into this adult education program.

Description of Career Education Activities: Specific skill development opportunities are available in the following classes: Auto Mechanics, Auto Body and Paint, Diesel Mechanics, Foreign Car Mechanics, Clerical Skills, and Cosmetology.

State: California

Valley Adult School

Charles Crary, Principal
Valley Adult School
Correctional Training Facility
Box 851
Salinas, California 93901
(408) 424-0654

Adult Education Program is: Adult Basic Education and general adult education.

Goals of Career Education in Program: to increase career awareness; to develop specific skills; to provide regular high school education in order to enter vocational training when paroled.

Student Participation in Career Education Activities: integrated into this adult education program and in some instances supplementary to this ongoing adult education program (sponsored by the program).

Description of Career Education Activities: School operates grades 1-12. About 5% of student body is illiterate; some are Spanish speaking students who have had little or interrupted schooling. Trades are provided and an attempt is made to bring students up to required grade level for enrollment in trades. Presently, M.D.T.A. program operates with same purpose.

State: Colorado

Adult Education Tutorial Program

Sister Cecilia Linenbrink
Adult Education Tutorial Program
1040 11th Street
Denver, Colorado 80204
(303) 572-8395

Adult Education Program is: Adult Basic Education.

Goals of Career Education in Program: to increase career awareness; to develop specific career skills.

Student Participation in Career Education Activities: integrated into this adult education program.

Description of Career Education Activities: Better job opportunities are the primary goals for adults (average age 34) in program. Therefore, every effort is made to learn students' goals and then direct them in acquisition of skills needed for goals. Very often these goals are job-related. The program has access to specifications required for certain jobs; if a student doesn't know what is required, he can be assisted.

State: Colorado

Northeastern Junior College
Continuing Education Division

J. D. Gregory, Dean of Community Services
Continuing Education Division
Northeastern Junior College
Sterling, Colorado 80751
(303) 522-6600 x681

Adult Education Program is: continuing education

Goals of Career Education in Program: to increase career awareness; to develop specific career skills.

Student Participation in Career Education Activities: outside (not sponsored by program) and supplementary (sponsored by the program) to this ongoing adult education program.

Description of Career Education Activities: College sponsors programs (workshops, clinics, meetings) relevant to adult career education. Federal funding has been requested to establish, formally, a career education program.

State: Colorado

St. Urain Valley Adult School

Philip D. Mattoon
St. Urain Valley Adult School
395 S. Pratt Parkway
Longmont, Colorado 80501
(303) 776-6200

Adult Education Program is: Adult Basic Education, continuing education and community school education.

Goals of Career Education in Program: to increase career awareness; to develop specific career skills.

Student Participation in Career Education Activities: integrated into this adult education program.

Description of Career Education Activities: Specific career training is given utilizing the Vocation Technical Center. Skill development is provided in the following areas: clerical, auto mechanics, family homemaking, welding, urban horticulture, machine shop, nurse's aide, printing, food service, upholstery, photography and gun smithing. Introductory job information and career study is a part of adult high school and ABE preparation.

State: Connecticut

Adult Education Center

Bernard Schultz, Supervisor of Community Education
Adult Education Center
55 Trement Street
New Britain, Connecticut 06051
(203) 229-6106

Adult Education Program is: Adult Basic Education, continuing education and general adult education.

Goals of Career Education in Program: to increase career awareness; to prepare students for better jobs or advancements in present positions.

Student Participation in Career Education Activities: integrated into this adult education program.

Description of Career Education Activities: Career activities include: learning and/or improving business skills such as typewriting, shorthand and bookkeeping. Additionally, center seeks to improve English communication and computational skills of foreign born so that they may enter local industry.

State: Connecticut

Danbury Public School Adult Education

Dr. Frank R. Repole, Director of Adult Education
Danbury High School
Danbury, Connecticut 06810
(203) 792-1100 x331

Adult Education Program is: Adult Basic Education, continuing education, ESL and career education.

Goals of Career Education in Program: to increase career awareness; to develop specific skills and to provide career orientation and/or vocational activities.

Student Participation in Career Education Activities: integrated into this adult education program.

Description of Career Education Activities: Career program includes skill development in a wide variety of business subjects including typing, data processing and computer work. Vocational skill development courses include: Commercial Art, Upholstery Repair, Photographic Journalism, Small Engine Repair, and Landscaping.

State: Connecticut

Hartford Adult Schools

Richard F. Kelly
Hartford Adult Schools
249 High Street
Hartford, Connecticut 06103
(203) 566-6030

Adult Education Program is: Adult Basic Education, continuing education, and high school completion.

Goals of Career Education in Program: to increase career awareness; to develop specific career skills.

Student Participation in Career Education Activities: integrated into, outside, and in some instances supplementary to this ongoing adult education program (sponsored by the program).

Description of Career Education Activities: Career activities include CETA (Comprehensive Employment Training Act), secretarial skill development, automotive repair, and electronic data processing.

State: Connecticut

Killingly Adult Education Program

Robert V. Martin
Killingly Adult Education Program
Killingly High School
Westfield Avenue
Danielson, Connecticut 06239
(203) 744-6027

Adult Education Program is: Adult Basic Education and continuing education.

Goals of Career Education in Program: to develop specific career skills for job entry.

Student Participation in Career Education Activities: supplementary to this ongoing adult education program (sponsored by the program).

Description of Career Education Activities: Skill development is pursued in the following career areas: woodworking (supplementary to carpentry), electricity, stenography, business machines, typing, and advanced vocational sewing.

State: Connecticut

Seymour Adult Evening Program

A. Dutkanych
Seymour Evening Adult Program
Seymour High School
Botsford Road
Seymour, Connecticut 06483
(203) 888-2561

Adult Education Program is: continuing education.

Goals of Career Education in Program: to increase career awareness and knowledge of opportunities within occupational fields.

Student Participation in Career Education Activities: outside this adult education program (not sponsored by program).

Description of Career Education Activities: Career development includes the following courses: Introduction to Machine Shop Tool Making, Typing, Shorthand and Preparation for State Examination in Real Estate.

State: District of Columbia

U.S. Bureau of Prisons

Dr. Donald A. Deppe
U.S. Bureau of Prisons, Education Branch
101 Indiana Avenue, N.W.
Washington, D.C. 20537
(202) 739-2244

Adult Education Program is: Adult Basic Education, continuing education, and vocational training and recreation.

Goals of Career Education in Program: to increase career awareness; to develop specific career skills.

Student Participation in Career Education Activities: integrated into this adult education program and in some instances supplementary to this ongoing adult education program (sponsored by the program).

Description of Career Education Activities: Activities of program include: (1) analysis of needs and interests in vocational, academic, and recreational areas with a program goal prescription for each resident upon arrival (based on testing and counseling), (2) ABE, (3) adult secondary education, (4) adult post-secondary education, (5) vocational training and (6) job placement assistance.

State: Florida

Adult Education and Community Schools

Dr. Don Cammaratta
Adult Education and Community Schools
2309 Mitchell
Tampa, Florida 33602
(813) 229-7166

Adult Education Program is: Adult Basic Education and adult general educatior

Goals of Career Education in Program: to increase career awareness and knowledge of opportunities within occupational fields.

Student Participation in Career Education Activities: integrated into this adult education program.

Description of Career Education Activities: Occupational Specialists are use in our adult program to make adult students aware and knowledgeable of career opportunities available for them within various career fields.

State: Florida

Collier County Adult Education Program

Goldie A. Oross, Coordinator
Adult Education Program, Collier County Public Schools
1001 3rd Avenue
Naples, Florida 33940
(813) 649-8153

Adult Education Program is: Adult Basic Education and continuing education,

Goals of Career Education in Program: to increase career awareness; to develo specific career skills.

Student Participation in Career Education Activities: integrated into this adult education program.

Description of Career Education Activities: Career education provided through counseling and skill development in job related activities. Introductory cours offer opportunities for adults to understand requirements of certain areas of w Materials used in Adult Basic Education are relevant to living and world of wor

State: Florida

General Adult Education

Millard C. Brown
General Adult Education
609 North Orange Street
Starke, Florida 32091
(904) 964-6150

Adult Education Program is: Adult Basic Education and continuing education.

Goals of Career Education in Program: to increase career awareness; to develop specific career skills.

Student Participation in Career Education Activities: integrated into and also supplementary to this ongoing adult education program (sponsored by the program).

Description of Career Education Activities: County has a Career Education Program which is part of the Vocational, Technical, and Community Educational Program at the Bradford Center.

State: Florida

Pensacola Junior College Adult Basic Education

Dr. Ralph M. Blizzard
Adult Basic Education
Pensacola Junior College
Pensacola, Florida 32504
(904) 476-5410

Adult Education Program is: Adult Basic Education, GED, and high school credit.

Goals of Career Education in Program: to increase career awareness, to develop specific career skills; to obtain a job; to get a job promotion; to qualify for a job training program.

Student Participation in Career Education Activities: integrated into and also supplementary to this ongoing adult education program (sponsored by the program).

Description of Career Education Activities: The School of Career Development of which ABE is a part, includes ABE general and vocational programs with career orientation emphasis.

State: Florida

Pinellas County Career Education Project

Myrtle Hunt
Pinellas County Career Education Project
850 34th Street South
St. Petersburg, Florida 33712
(813) 895-3671

Adult Education Program is: Career education project.

Goals of Career Education in Program: to increase career awareness; to develop specific career skills; to fuse applied and intellectual skills to make academic learning relevant to the working world.

Student Participation in Career Education Activities: integrated into and also supplementary to this ongoing adult education program (sponsored by the program).

Description of Career Education Activities: Adult education programs in this county have long encompassed career education. Adult guidance is offered to full and part-time students. Career planning and testing is available. Placement services are available to graduates and follow-up services are an on-going part of the system.

State: Florida

Putnam County Adult Education Program

Bob Oliver
Putnam County Adult Education Program
P.O. Box 979
Palatka, Florida 32077
(904) 328-1456

Adult Education Program is: Adult Basic Education, continuing education and high school completion.

Goals of Career Education in Program: to increase career awareness; to develop specific career skills.

Student Participation in Career Education Activities: integrated into this adult education program.

Description of Career Education Activities: Skill courses are offered to adults in this predominately rural county. Course offerings include Typing, Shorthand, Bookkeeping, Sewing, Tailoring, Brick and Blocklaying, Welding and Agro-business.

State: Florida

Seminole Junior College
Division of Adult and Continuing Education

D. L. Ehlert, Coordinator of Community Service
Seminole Junior College
Division of Adult and Continuing Education
Sanford, Florida 32771
(305) 323-1450

Adult Education Program is: Adult Basic Education, continuing education and

Goals of Career Education in Program: to increase career awareness; after initial testing and counseling, the student is guided into the vocational technical division in the appropriate field.

Student Participation in Career Education Activities: supplementary to this ongoing adult education program (sponsored by the program).

Description of Career Education Activities: S.J.C. utilizes Individualized Manpower Testing Program designed to give students "hands on" testing experience in over 1000 occupational specialties. Additionally, S.J.C. sponsors extensive short courses for women designed to acquaint women with job opportunities. All adult education activities are closely integrated with Office of Student Personnel which has overall responsibility for career guidance.

State: Florida

South Florida Junior College

Donald H. Farrens, Dean
South Florida Junior College
600 West College Drive
Avon Park, Florida 33825
(813) 453-6601

Adult Education Program is: Adult Basic Education, continuing education and vocational programs for adults.

Goals of Career Education in Programs: to increase career awareness; to develop specific career skills.

Student Participation in Career Education Activities: integrated into this adult education program.

Description of Career Education Activities: A variety of vocational preparatory programs are offered in both day and evening classes. Adult high school completion and community service courses are offered as ABE.

State: Florida

Union County Adult Education

C. L. Johnson
Union County Adult Education
P.O. Box 128, Curriculum Center
Lake Butler, Florida 32054
(904) 496-2260

Adult Education Program is: continuing education.

Goals of Career Education in Program: to increase career awareness; to develop specific career skills.

Student Participation in Career Education Activities: integrated into this adult education program.

Description of Career Education Activities: Career education is currently integrated into the social studies area. Plans are being completed for expansion into other areas.

State: Georgia

Region I, Department of Corrections

J. Pratt Hubbard, Education Specialist
Department of Offender Rehabilitation
P.O. Box 2033, Court Square Station
Dublin, Georgia 31021
(912) 275-0400

Adult Education Program is: for adult public offenders.

Goals of Career Education in Program: to increase career awareness; to develop specific career skills; to develop decision-making work attitudes, values and socio/civil responsibilities within offenders.

Student Participation in Career Education Activities: outside this adult education program (not sponsored by program).

Description of Career Education Activities: Career activities are developed in the following sequence: (1) awareness, (2) exploration, (3) skill development, (4) placement, and (5) follow-up. The scope of activities encompasses the following: (a) decision-making, (b) employability, (c) civic/social responsibility, (d) work attitudes and values and (e) self-fulfillment.

State: Idaho

Adult and Continuing Education

Marvin Glasscock
Adult and Continuing Education
College of Southern Idaho, Box 1238
Twin Falls, Idaho 83301
(208) 733-9554

Adult Education Program is: Adult Basic Education, continuing education and upper division in four year college.

Goals of Career Education in Program: to increase career awareness; to develop specific career skills; to provide educational mental training as well as physical for career opportunity.

Student Participation in Career Education Activities: integrated into and also supplementary to this ongoing adult education program (sponsored by the program).

Description of Career Education Activities: Opportunities are provided for on-the-job training and business training. Vocational training and academic studies are a part of program. Testing and program placement counselors work continuously with students.

State: Idaho

Idaho State University
Adult Basic Education

Gordon F. Jones
School of Vocational-Technical Education
Idaho State University
Pocatello, Idaho 83201
(208) 236-2468

Adult Education Program is: Adult Basic Education.

Goals of Career Education in Program: to increase career awareness within adults, to develop specific career skills and to work with special MDTA program which includes skill development and ABE.

Student Participation in Career Education Activities: integrated into this adult education program (pre-vocational), outside this adult education program (MDTA vs. rehabilitation) and in some instances supplementary to this ongoing adult education program.

Description of Career Education Activities: Vocational and career opportunity exposure is a component of this basic program. Work with basic academic development in special handicapped custodial program (Voc-Rehab.), LPN and carpentry programs (MDTA program on Indian Res.). Occupational reading materials are used at most reading levels in regular ABE programs.

State: Idaho

Lewis Clark State College Adult Education Center

C. Mike Waln
Lewis Clark State College Adult Education Center
Lewiston, Idaho 83501
(208) 746-2341

Adult Education Program is: Adult Basic Education

Goals of Career Education in Program: to increase career awareness; to develop specific career skills.

Student Participation in Career Education Activities: integrated into this adult education program.

Description of Career Education Activities: Career education is integrated into ABE with a wide variety of materials: visual aids, programmed information and self or individual career guidance assistance provided for each adult student.

State: Illinois

Bloomington-Normal Adult Education

Bloomington-Normal Adult Education
Bloomington Public Schools, District 87
504 East Jeferson Street
Bloomington, Illinois 61701
(309) 827-6124

Adult Education Program is: Adult Basic Education and continuing education.

Goals of Career Education in Program: to develop specific career skills for job entry.

Student Participation in Career Education Activities: outside this adult education program (not sponsored by program).

Description of Career Education Activities: Supplementary courses are offered in this adult education program which lead to improvement of basic career skills. Course areas range from shorthand to electronic data processing to real estate to a special health career program.

State: Illinois

Community High School, District 218

George W. Kimbell
Community High School, District 218
5933 W. 115 Street
Worth, Illinois 60482
(312) 597-6300 x373

Adult Education Program is: Adult Basic Education and continuing education.

Goals of Career Education in Program: to increase career awareness; to develop specific career skills.

Student Participation in Career Education Activities: integrated into this adult education program.

Description of Career Educatio Activities: The objective of the career program is for the adult student to obtain an entry-level, salable skill in the job market in one of the following fields: typing, keypunch, and business machines.

State: Illinois

Mattoon Area Adult Education Center

H. A. Sherline
Mattoon Area Adult Education Center
1617 South Lakeland
Mattoon, Illinois 61938
(217) 235-0361

Adult Education Program is: Adult Basic Education and continuing education.

Goals of Career Education in Program: to increase awareness within adults and to develop specific career skills.

Student Participation in Career Education Activities: integrated into this adult education program.

Description of Career Education Activities: ABE and GED programs also include career education activities in business education: typing, bookkeeping and business machines.

State: Illinois

North Chicago Adult Evening School

Richard Glogousky
N. Chicago Adult Evening School
1717 17th Street
N. Chicago, Illinois
(313) 688-3250

Adult Education Program is: Adult Basic Education and continuing education.

Goals of Career Education in Program: to increase career awareness; to develop specific career skills.

Student Participation in Career Education Activities: supplementary to this ongoing adult education program (sponsored by the program).

Description of Career Education Activities: Career education courses are offered by North Chicago Adult Evening School. Courses are offered primarily for students who are interested in obtaining proficiency in a particular skill area.

State: Illinois

PACE Institute, Inc.

Jack Solomon, Project Director
PACE Institute, Inc.
2600 S. California Avenue
Chicago, Illinois 60608
(312) 927-3675

Adult Education Program is: Adult Basic Education and continuing education.

Goals of Career Education in Program: to develop specific career skills for job entry.

Student Participation in Career Education Activities: integrated into this adult education program and in some instances outside this adult education program (not sponsored by program).

Description of Career Education Activities: The program basically works with individual on a one-to-one basis at their own pace; teaches student to deal with general necessities of life. Prepares student to cope with job situations.

State: Illinois

Springfield School District #428

J. Clark Esarey
Springfield School District #428
301 Armory Building
Springfield, Illinois 62706
(217) 525-5840

Adult Education Program is: Adult Basic Education and continuing education.

Goals of Career Education in Program: to increase career awareness; to develop specific career skills; to provide prevocational orientation and counseling.

Student Participating in Career Education Activities: integrated into this adult education program.

Description of Career Education Activities: Career education opportunities are provided by subcontract through junior colleges for prison residents on location. Ten adult institutions offer courses. The school district also subcontracts with proprietary and technical schools for instructional and technical support.

State: Illinois

Urbana Adult Education

John Garth
Urbana Adult Education
1002 S. Race Street
Urbana, Illinois 61801
(217) 384-3530

Adult Education Program is: Adult Basic Education and continuing education.

Goals of Career Education in Program: to increase career awareness; to develop specific career skills; and to develop acceptable work attitudes.

Student Participation in Career Education Activities: integrated into and in some instances outside this adult education program (not sponsored by program).

Description of Career Education Activities: Pre-job program acquaints students with job possibilities, qualifications and attitudes. Placement program works to match skills, interests, etc., to job and make placement. Follow-up program works to keep employee placed, foster proper employee/employer relationships and recommend changes where necessary.

State: Indiana

Adult and Continuing Education

Ted D. Lane, Director
Adult and Continuing Education
Vincennes University
1002 N. First Street
Vincennes, Indiana 47591
(812) 882-3350

Adult Education Program is: Adult Basic Education, continuing education, non-credit courses, seminars and workshops.

Goals of Career Education in Program: to increase career awareness; to develop specific career skills.

Student Participation in Career Education Activities: integrated into and in some instances outside this adult education program (not sponsored by program).

Description of Career Education Activities: Career activities include: (1) providing information about careers, (2) counseling and testing when requested and (3) skill development courses offered which provide opportunity for employment or upgrading.

State: Indiana

Adult Education for High School Credit Night Program

Chester G. Taylor, Director of Career Education
Adult Education for High School Credit Night Program
315 North Drive
Bloomington, Indiana 47401
(812) 339-3481

Adult Education Program is: Adult Basic Education and continuing education.

Goals of Career Education in Program: to increase career awareness; to develop specific career skills.

Student Participation in Career Education Activities: integrated into this adult education program.

Description of Career Education Activities: Shop and academic programs are combined into a total program in which career awareness and job opportunities are emphasized.

State: Indiana

Bartholomew Consolidated School Corporation
Adult Evening Division

Paul G. Riddle
Adult Evening Division
Bartholomew Consolidated School Corporation
2650 Home Avenue
Columbus, Indiana 47201
(812) 376-4282

Adult Education Program is: Adult Basic Education, continuing education, GED apprenticeship training and high school completion.

Goals of Career Education in Program: to increase career awareness; to develop specific career skills; to retrain adults.

Student Participation in Career Education Activities: integrated into this adult education program.

Description of Career Education Activities: Career activities include class participation on site visits to a variety of industries; outside speakers who visit classes; and provision of occupational reading materials for students.

State: Indiana

Tippecanoe School Corporation
Adult Education Program

Kenneth L. Thayer
Adult Education Program
Tippecanoe School Corporation
21 Elston Road
Lafayette, Indiana 47905
(317) 474-2481

Adult Education Program is: Adult Basic Education, continuing education and credit programs.

Goals of Career Education in Program: to increase career awareness; to develop specific career skills.

Student Participation in Career Education Activities: integrated into this adult education program.

Description of Career Education Activities: Career program includes following skill development courses: Welding, Auto Mechanics, Typing, Shorthand, Small Engine Repair and Woods.

State: Indiana

Thomas R. White School

Thomas R. White School
P.O. Box 28
Pendleton, Indiana 46064
(317) 778-2107

Adult Education Program is: Adult Basic Education and high school vocational education.

Goals of Career Education in Program: to increase career awareness; to develop specific career skills.

Student Participation in Career Education Activities: outside this adult education program (not sponsored by program).

Description of Career Education Activities: T. R. White School, an Indiana Reformatory, is commissioned as combination program for grades 1-12, plus vocational. Cooperative pooling of academic and vocational instructional skills makes possible offering of 15 major areas in terms of academic evaluation. Students earn 6 high school credits in each program; all count toward "major" requirements for High School Graduation.

State: Iowa

Hawkeye Institute of Technology
Division of Adult and Continuing Education

George Bennett
Hawkeye Institute of Technology
Box 8015
Waterloo, Iowa 50704
(319) 296-2320

Adult Education Program is: Adult Basic Education and continuing education.

Goals of Career Education in Program: to increase career awareness within adults to develop specific career skills.

Student Participation in Career Education Activities: integrated into this adult education program.

Description of Career Education Activities: In addition to a traditional adult education program of ABE, career supplementary, career preparatory and apprenticeship and general adult education, Hawkeye also offers specific career exploratory (Singer, Graflex and regular vocational) programs, career counseling for adults and high school drop-outs, placement and follow-up services for adults.

State: Iowa

Kirkwood Community College
Community Education Division

Earl E. Kempf
Kirkwood Community College
Community Education Division
6301 Bowling Street, S.W. P.O. 2068
Cedar Rapids, Iowa 52406
(319) 398-5411

Adult Education Program is: Adult Basic Education, continuing education and part-time vocational.

Goals of Career Education in Program: to increase career awareness; to develop specific career skills.

Student Participation in Career Education Activities: integrated into, outside and, in some instances, supplementary to this ongoing adult education program.

Description of Career Education Activities: Career awareness and exploration education consists of coordinated programs, activities and services designed to develop an understanding of and a respect for self and world of work; to orient individuals to broad range of occupations; and assist individuals to make personally realistic choices of careers as need arises.

State: Iowa

Muscatine Community College

Dr. Donald E. Waters
Muscatine Community College
Muscatine, Iowa 52761
(319) 263-8250

Adult Education Program is: Adult Basic Education and continuing education.

Goals of Career Education in Program: to develop specific career skills for job entry.

Student Participation in Career Education Activities: outside this adult education program.

Description of Career Education Activities: Career activities include skill development in welding, secretarial and nurse's aides programs.

State: Kentucky

Ashland Adult Education Program

Karen J. Moore
Ashland Adult Education Program
2601 Lexington Avenue
Ashland, Kentucky 41101
(606) 325-4155

Adult Education Program is: Adult Basic Education and Community Right to Read.

Goals of Career Education in Program: to increase career awareness and knowledge of opportunities within occupational fields.

Student Participation in Career Education Activities: supplementary to this ongoing adult education program (sponsored by the program).

Description of Career Education Activities: Many ABE students are apprehensive about having a career. One objective of Ashland's Adult Education program is to show students that completion of GED is not an end but a beginning of a new outlook on life. In order to open new doors, people are invited from various fields to speak on employment opportunities. Specialists are also invited who point out desired skills and abilities necessary for success. Many field trips are taken to enable students to see first hand career and occupational skill fields in action.

State: Kentucky

Boyd County Schools
Adult Basic Education

Dr. Douglas Cole
ABE Boyd County School
P.O. Box 522
Catlettsburg, Kentucky 41129
(609) 739-4141

Adult Education Program is: Adult Basic Education.

Goals of Career Education in Program: to increase career awareness and knowledge of opportunities within occupational fields.

Student Participation in Career Education Activities: integrated into this adult education program.

Description of Career Education Activities: Career awareness is a part of the regular ABE program.

State: Kentucky

Jefferson County Adult Education

Curtis W. Whitman or William Aiken
Jefferson County Adult Education
3442 Preston Street
Louisville, Kentucky 40213
(502) 361-1364

Adult Education Program is: Adult Basic Education and continuing education.

Goals of Career Education in Program: to increase career awareness; to develop specific career skills.

Student Participation in Career Education Activities: integrated into this adult education program.

Description of Career Education Activities: Career skill development courses include Business Education and Distributive Education.

State: Kentucky

Newport Adult Learning Center

John E. McDermott, Director
Newport Adult Learning Center
8th & Weingartner
Newport, Kentucky 41071
(502) 491-1125

Adult Education Program is: Adult Basic Education.

Goals of Career Education in Program: to increase career awareness and knowledge of opportunities within occupational fields.

Student Participation in Career Education Activities: supplementary to this ongoing adult education program (sponsored by the program).

Description of Career Education Activities: Career education has recently been integrated into Center. The "Why Work" series of the Behavioral Research Lab has been utilized.

State: Kentucky

Paducah Public School
Adult Education Program

David Whitehead
Adult Education Program
Paducah Public School, Box 1137
Paducah, Kentucky 42001
(502) 442-6121

Adult Education Program is: Adult Basic Education, continuing education and vocational education.

Goals of Career Education in Program: to increase career awareness; to develop specific career skills.

Student Participation in Career Education Activities: outside this adult education program.

Description of Career Education Activities: A coordinated effort is being made to put together programs in vocational school, ABE and high school education to benefit all members of the community.

State: Kentucky

Biddeford Adult Education

John B. Simpson, Director
Adult Educational Center
Maplewood Avenue
Biddeford, Maine 04005
(207) 282-3883

Adult Education Program is: Adult Basic Education, continuing education, general adult education and vocational education.

Goals of Career Education in Program: to increase career awareness; to develop specific career skills, to achieve high school diploma, GED, upgrading and retraining.

Student Participation in Career Education Activities: integrated into this adult education program.

Description of Career Education Activities: Biddeford Adult Career Education provides occupational choice options for adults who already holds jobs or who plan to enter the job market. Many employed adults aspire to upgrade their present work status, or retrain in a new occupational field. Comprehensive work exploration experience is developed through the classroom and an observation/practicum program. Utilizing work oriented curriculum, instruction, practicum and counseling, the adult student is provided with tentative work choices or options.

State: Maine

Houlton SAD #29 Adult Education

Houlton SAD #29 Adult Education
5 Bird Street
Houlton, Maine 04730
(207) 532-6554

Adult Education Program is: Adult Basic Education, continuing education, vocational education and high school diploma.

Goals of Career Education in Program: to increase career awareness; to develop specific career skills.

Student Participation in Career Education Activities: integrated into this adult education program.

Description of Career Education Activities: Career education consists of a single unit incorporated into English curriculum in reading. For the succeeding year, a separate course will be developed and titled "Career Education" and will be geared to high school drop-outs entering the Adult Education Program.

State: Maine

Mexico SAD #43 Adult Education

Robert L. Downs
Mexico SAD #43 Adult Education
Mexico High School
Mexico, Maine 04257
(207) 364-3739

Adult Education Program is: continuing education.

Goals of Career Education in Program: to develop specific career skills for job entry.

Student Participation in Career Education Activities: integrated into this adult education program.

Description of Career Education Activities: Some courses are concerned with helping people upgrade or enter the business field (Typing, Shorthand, Bookkeeping). Courses are also conducted in other specific vocational areas to help students learn or upgrade specific skills.

State: Maine

Portland Adult Education

William H. Cook
Portland High School, Adult Education
287 Cumberland Avenue
Portland, Maine 04111
(207) 772-6313

Adult Education Program is: Adult Basic Education, continuing education, vocational, high school and G.E.D.

Goals of Career Education in Program. to upgrade in a particular vocation; to prepare for further education.

Student Participation in Career Education Activities: integrated into this adult education program.

Description of Career Education Activities: Career activities include: (1) adult counseling service, (2) cooperation with local post-secondary educational institutions. (3) cooperation with local service agencies, particularly schools for handicapped and (4) cooperation with local employers for special programs.

State: Maine

Sanford Adult Education

John E. Webb, Jr., Director
Sanford Adult Education
Sanford School Department
Main Street
Sanford, Maine 04703
(207) 324-2810

Adult Education Program is: Adult Basic Education, continuing education, general adult education, vocational education, and high school diploma.

Goals of Career Education in Program: to increase career awareness; to develop specific career skills; to make available high school diplomas, G.E.D.s; to prepare for new careers or further education.

Student Participation in Career Education Activities: integrated into, and also supplementary to this ongoing adult education program.

Description of Career Education Activities: Sanford Adult Education educates for upgrading jobs in local industry, further education and prepares students for local community college. Counseling services are provided and program provides courses as requested by prospective students. Offerings of diploma program multiply each session. Full high school courses are offered in secretarial studies and several vocational areas as well as academic areas.

State: Maryland

Frederick County Board of Education

Dr. Robert G. Smith
Frederick County Board of Education
115 E. Church Street
Frederick, Maryland 21701
(301) 662-9200 x267

Adult Education Program is: Adult Basic Education, continuing education and evening high school.

Goals of Career Education in Program: to increase career awareness; to develop specific career skills.

Student Participation in Career Education Activities: integrated into this adult education program.

Description of Career Education Activities: Career involvement includes: (1) ABE: utilization of career materials as portion of reading materials. (2) evening high school: career counseling, job placement, vocational preparation and (3) adult vocational.

State: Maryland

Harford Community Services Noncredit Program

Paul R. Cerar
Community Service Noncredit Program
Harford Community College
401 Thomas Run Road
Bel Air, Maryland 21014
(301) 838-1000

Adult Education Program is: Adult Basic Education and continuing education.

Goals of Career Education in Program: to increase career awareness; to develop specific career skills.

Student Participation in Career Education Activities: outside this adult education program (not sponsored by program).

Description of Career Education Activities: Occupational education: provides occupational programs which prepare individuals for immediate employment in technical and business fields at semi-professional level.

State: Maryland

Howard Community Services

Joseph P. DeSantis, Dean of Community Services
Howard Community College
Little Patuxent Parkway
Columbia, Maryland 21044
(301) 730-8000

Adult Education Program is: continuing education.

Goals of Career Education in Program: to increase career awareness; to develop specific career skills.

Student Participation in Career Education Activities: integrated into this adult education program.

Description of Career Education Activities: Career activities include offering of a Career Opportunities course for women in addition to job placement.

State: Maryland

Maryland Division of Corrections

E. M. Lebherz
Division of Corrections
920-22 Greenmount Avenue
Baltimore, Maryland 21202
(301) 383-4199 or 383-4198

Adult Education Program is: Adult Basic Education and continuing education.

Goals of Career Education in Program: to increase career awareness; to develop specific career skills.

Student Participation in Career Education Activities: outside this adult education program (not sponsored by program).

Description of Career Education Activities: A Career Education Center is currently being developed. Adult offender participation (simplified) will be as follows: (1) involvement in career development program (resource utilization in Career Information Center, classroom participation and contribution in decision-making, value clarification and life-career games). (2) Upon discharge, hopefully student work placement will be avilable (follow-up data maintained, student skill development addressed and ten contacts for employment). (3) Appropriate committees will be established for assistance in job information and placement.

State: Maryland

Prince Georges County Public Schools

Russell F. Olson
Prince Georges County Public Schools
Upper Marlboro, Maryland 20870
(301) 627-4800 x248

Adult Education Program is: Adult Basic Education, continuing education, and career education.

Goals of Career Education in Program: to increase career awareness; to develop specific career skills.

Student Participation in Career Education Activities: integrated into this adult education program.

Description of Career Education Activities: Purpose is to serve unemployed or underemployed in providing training for employment. Activities include apprenticeship programs (related instruction) to meet needs of the community.

State: Maryland

Tri-County Adult Education Project

Gordon B. Browning
Tri-County Adult Education Project
Kent County Board of Education
Washington Avenue
Chestertown, Maryland 21620
(301) 778-1595

Adult Education Program is: Adult Basic Education and continuing education.

Goals of Career Education in Program: to increase career awareness; to develop specific career skills.

Student Participation in Career Education Activities: integrated into this adult education program.

Description of Career Education Activities: Survey courses in several vocational areas include Welding, Air Conditioning, and Secretarial Skills.

State: Michigan

Career Education Center

H. Lams
Career Education Center
Federal Correctional Institution
Milan, Michigan 48160
(313) 439-1571

Adult Education Program is: Adult Basic Education.

Goals of Career Education in Program: to increase career awareness; to develop specific career skills; to develop social, personal, family, and community skills which relate to career awareness and skill development.

Student Participation in Career Education Activities: integrated into this adult education program.

Description of Career Education Activities: On-site: K-College and Career Academic Programs; vocational training programs in Machine Shop, Masonry, Small Engine Repair, Auto Mechanics; on-the-job-training programs in Construction, Industrial, and Culinary trades. Off site: study release and work release programs; parole through half-way houses.

State: Minnesota

State Reformatory for Men

Dr. C. Perry Schenk
State Reformatory for Men, Box B
St. Cloud, Minnesota 56301
(612) 251-3510

Adult Education Program is: vocational education.

Goals of Career Education in Program: to develop specific career skills for job entry.

Student Participation in Career Education Activities: integrated into this adult education program.

Description of Career Education Activities: Seventeen vocations are taught by 20 Certified Vocational teachers. Students come into and leave programs at any time. Instruction includes both theory and practical work. Men go from program to (a) jobs in the community, (b) area vocational schools, (c) Apprenticeship program. All programs are approved for Veterans benefits.

State: Mississippi

Adult and Vocational Education

Richard H. Bacon, Director
Adult and Vocational Education
259 N. West Street
Jackson, Mississippi 39201
(601) 352-0805

Adult Education Program is: Adult Basic Education and continuing education.

Goals of Career Education in Program: to increase career awareness; to develop specific career skills.

Student Participation in Career Education Activities: integrated into this adult education program.

Description of Career Education Activities: Career education program utilizes several approaches; latest is the Adult Performance Level concept.

State: Mississippi

Alexander School Adult Education Class

Dorman Howell
Alexander School
Beauregard Street
Brookhaven, Mississippi 39601
(601) 833-5399

Adult Education Program is: Adult Basic Education.

Goals of Career Education in Program: to increase career awareness and knowledge of opportunities within occupational fields.

Student Participation in Career Education Activities: supplementary to this ongoing adult education program (sponsored by the program).

Student of Career Education Activities: Representatives from industry are invited to give talks on various industrial opportunities in Brookhaven area. Field trips to local industrial sites are also made. Group discussion techniques are utilized within classes concerning local employment opportunities. A close alliance is maintained with State Employment Office to assist students in obtaining employment.

State: Mississippi

Claiborne County ABE Program

James W. Kirkpatrick
Claiborne County ABE Program
Claiborne County Schools
Port Gibson, Mississippi 39150
(501) 437-5711

Adult Education Program is: Adult Basic Education.

Goals of Career Education in Program: to increase career awareness and knowledge of opportunities within occupational fields.

Student Participation in Career Education Activities: supplementary to this ongoing adult education program (sponsored by the program).

Description of Career Education Activities: Program works to increase student awareness of various careers.

State: Mississippi

Vicksburg Adult Education Program

Jow Loviza, Supervisor
Vicksburg Adult Education Program
P.O. Box 1038
Vicksburg, Mississippi 39180
(601) 636-1966

Adult Education Program is: Adult Basic Education, continuing education, and vocational education.

Goals of Career Education in Programs: to increase career awareness; to develop specific career skills; and to increase job advancement.

Student Participation in Career Education Activities: integrated into and in some instances supplementary to this ongoing adult education program (sponsored by the program).

Description of Career Education Activities: Career activities are offered in ABE Grades 4-12 (Adults). Guest speakers, job placement, Audiovisual aids, field trips, workshops, etc., are included.

State: Missouri

Jefferson College Adult Continuing Education Program

Ron Hoenninger
Jefferson College Adult Continuing Education Program
Highway 21
Hillsboro, Missouri 63050
(314) 789-2693

Adult Education Program is: Adult Basic Education, continuing education and off-campus credit.

Goals of Career Education in Program: to increase career awareness; to develop specific career skills.

Students Participation in Career Education Activities: integrated into this adult education program.

Description of Career Education Activities: Courses are offered which people need and request, e.g., Secretarial Refresher for employed secretaries, Emergency Medical Technology for fire and ambulance personnel, Railroad Rules and Safety for railroad workers in DeSoto car shops, etc.

State: Missouri

Missouri Intermediate Reformatory

J. A. Williams, Education Superintendent
Missouri Intermediate Reformatory
Box 538
Jefferson City, Missouri 65101
(314) 635-6103

Adult Education Program is: Adult Basic Education.

Goals of Career Education in Program: to increase career awareness; to develop specific career skills.

Student Participation in Career Education Activities: integrated into this adult education program.

Description of Career Education Activities: Career program includes: (1) Cooperative Occupation Education-Related information for specific vocational and career education; (2) use of Mechanical Aptitude Test and others to explore individual career interests; (3) Ten periods per day for exploring basic shop in vocational career choices and preparation.

State: Montana

Billings Adult Basic Education

Ben Fallon
Adult Basic Education
Garfield Annex, 120 S. 32nd Street
Billings, Montana 59101
(406) 252-4320

Adult Education Program is: Adult Basic Education and continuing education.

Goals of Career Education in Program: to increase career awareness; to develop specific career skills.

Student Participation in Career Education Activities: integrated into this adult education program

Description of Career Education Activities: Career activities include: (1) vocational counseling and guidance; (2) postal examination training; (3) postal trainee upgrading, and (4) vocabulary upgrading for LPN's, welding, auto mechanics.

State: New Jersey

Atlantic County Vocational School

John Carroll, Jr., Director
Atlantic County Vocational School
Main Street
Mays Landing, New Jersey 08330
(609) 625-2249

Adult Education Program is: continuing education

Goals of Career Education in Program: to increase career awareness; to develop specific career skills and to upgrade existing skills.

Student participation in Career Education Activities: integrated into this adult education program.

Description of Career Education Activities: High school equivalency programs and ABE are provided in conjunction with skill development in a broad range of occupational areas. Vocational exploratory experiences are also provided for persons interested in learning more about a select career field. Also offered are some avocational programs and some self improvement programs.

State: New Jersey

East Orange Adult Education

Stephen F. Freedman
East Orange Adult Education
580 Springdale Avenue
East Orange, New Jersey 07017
(201) 574-5666

Adult Education Program is: Adult Basic Education, continuing education and vocational education.

Goals of Career Education in Program: to increase career awareness; to develop specific career skills; to place students in jobs.

Student Participation in Career Education Activities: integrated into, outside program, and, in some instances, supplementary to this ongoing adult education program

Description of Career Education Activities: Day Programs include Distributive Education/Cashier Training, Clerical Skills and Home Economics Occupations. Evening School Program includes Home Economics, Business Education and Industrial Education.

State: New Jersey

Edison Township

Division of Adult and Continuing Education

Charles A. Schweitzer
Edison Township, Division of Adult Education
Boulevard of the Eagles
Edison, New Jersey 08817
(201) 287-4433

Adult Education Program is: continuing education

Goals of Career Education in Program: to increase career awareness; to develop specific career skills.

Student Participation in Career Education Activities: integrated into this adult education program.

Description of Career Education Activities: Many of the adult education courses have career and occupational awareness integrated into them, i.e., The World of Construction, Health Careers Orientation, Auto Mechanics, Office Practices, etc. Short seminars are also conducted to assess one's occupational potential.

State: New Jersey

Fair Lawn Community School

David S. Kimmel
Fair Lawn Community School
P.O. Box 8
Fair Lawn, New Jersey 07410
(201) 791-3225

Adult Education Program is: continuing education.

Goals of Career Education in Program: to increase career awareness; to develop specific career skills within career fields; to offer vocational training to handicapped adults.

Student Participation in Career Education Activities: integrated into this adult education program.

Description of Career Education Activities: Career activities include career guidance and counselling and course offerings in: Auto Mechanics, Electronics Technology, Computer Programming, Refrigeration and Air Conditioning and Business Administration.

State: New Jersey

Jersey City Adult Continuing Education

Dr. Margaret R. Finn
Jersey City Adult Continuing Education
100 New Kirk Street
Jersey City, New Jersey 07306
(201) 433-6000 x302

Adult Education Program is: Adult Basic Education, continuing education, high school equivalency, vocational technical and commercial.

Goals of Career Education in Program: to develop specific skills in particular career fields in order to enter that field.

Student Participation in Career Education Activities: supplementary to this ongoing adult education program (sponsored by the program).

Description of Career Education Activities: Activities include a 12 month LPN program; students are accepted twice a year. Classes include: Welding, Machine Shop, Electricity, Auto Mechanics, Mechanical Drawing, and Sewing for Adults in a program which runs from October to April. Commercial Program includes classes: Typing, Stenography, Business Machines and Bookkeeping.

State: New Jersey

Keasbey Adult Vocational Center

Marion S. Houser
Adult Vocational Center
Smith Street
Keasbey, New Jersey 08832
(201) 442-3182

Adult Education Program is: Adult Basic Education, continuing education, W.I.N., GED and vocational-technical.

Goals of Career Education in Program: to increase career awareness; to develop specific career skills.

Student Participation in Career Education Activities: integrated into and, in some instances, supplementary to this ongoing adult education program (sponsored by the program).

Description of Career Education Activities: Program includes: (1) career education information center; (2) topics integrated into subject matter; (3) hands on and paper and pencil testing; (4) counseling; (5) basic education and high school equivalency; (6) skill training; and (7) placement and follow-up. Most programs are attended by women.

State: New Jersey

Monmouth Adult Education Commission

Thomas R. Niles
Monmouth Adult Education Commission
1 Main Street
Eatontown, New Jersey 07724
(201) 542-3439

Adult Education Program is: Adult Basic Education, continuing education and community education.

Goals of Career Education in Program: to increase career awareness; to develop specific career skills.

Student Participation in Career Education Activities: integrated into and, in some instances, supplementary to this ongoing adult education program (sponsored by the program).

Description of Career Education Activities: MAECOM's Career Development Programs are designed to help (1) those changing careers to reorganize, relate and redirect their previous experiences, and to supplement their accumulated knowledge with information and new skills; (2) update the individual training; (3) prepare individuals for entry positions; and (4) develop skills for job advancement. Placement assistance is included.

State: New Jersey

New Jersey Adult Basic Education

George Snow
New Jersey Adult Basic Education
Box 3181, 3535 Quaker Bridge Road
Trenton, New Jersey 08619
(609) 292-6472

Adult Education Program is: Adult Basic Education.

Goals of Career Education in Program: to increase career awareness and knowledge of opportunities within occupational fields.

Student Participation in Career Education Activities: integrated into this adult education program.

Description of Career Education Activities: Emphasis on utilizing functional career education materials as springboard for reading, writing, and problem solving skills.

State: New Jersey

Passaic County Learning Center

Claudia F. Kahn
Passaic County Learning Center
76 Ward Street
Paterson, New Jersey 07505
(201) 278-5424

Adult Education Program is: Adult Basic Education, GED, ESL, consumer education and family living.

Goals of Career Education in Program: to follow an academic curriculum with goal levels as outlined in the Dictionary of Occupational Titles; to help trainees prepare to enter the job market. Orientation is included in objectives.

Student Participation in Career Education Activities: integrated into this adult education program.

Description of Career Education Activities: Mini-courses are given periodically, i.e.: How to Take a Test, Local Job Market Activities, How to Prepare an Application, How to Act at an Interview for a Job, How to Read the Classified Ads, How to Dress on the Job, How to Understand One's Fellow Employees, How to Answer the Telephone; Assembly programs bring local resource leaders who speak on developing attitudes for input on the job, suggest ways to join the work force, and employment opportunities open especially to women, etc.

State: New Jersey

Penns-Grove Upper Penns Neck Regional School District

R. R. Nixon, Director
Penns-Grove Upper Penns Neck Regional School District
Broad Street School
Penns Grove, New Jersey 08068
(609) 299-4477

Adult Education Program is: Adult Basic Education and continuing education.

Goals of Career Education in Program: to increase career awareness; to develop specific career skills.

Student Participation in Career Education Activities: integrated into and, in some instances, supplementary to this ongoing adult education program (sponsored by the program).

Description of Career Education Activities: Career activities consist of offering courses such as Boiler Room Operation (Black Seal License), Welding, Cake Decorating, Typing, Shorthand and other vocational careers.

State: New Jersey

Pennsville Adult/Community Evening School

Milton G. Smith, Director
Pennsville Adult/Community Evening School
William Penn Avenue and South Broadway
Pennsville, New Jersey 08070
(609) 678-6162

Adult Education Program is: Adult Basic Education, continuing education and evening vocational.

Goals of Career Education in Program: to increase career awareness; to develop specific career skills; to provide counseling services and information on jobs available.

Student Participation in Career Education Activities: integrated into this adult education program.

Description of Career Education Activities: Career activities provide a Career Education Resources Room and career counseling.

State: New Jersey

Trenton Adult Learning Center

Charles Dittell, Counselor-Coordinator
Trenton Adult Learning Center
143 East State Street, Suite 737
Trenton, New Jersey 08608
(607) 383-2124

Adult Education Program is: Adult Basic Education and high school equivalency.

Goals of Career Education in Program: to increase career awareness and knowledge of opportunities within occupational fields as an aspect of consumer education.

Student Participation in Career Education Activities: integrated into and, in some instances, supplementary to this ongoing adult education program (sponsored by the program).

Description of Career Education Activities: Career education is integrated into curriculum as an aspect of the Consumer Education course predominantly utilizing U.S. Government Printing Office materials.

State: New Jersey

Trenton State Prison
Garden State School District

C. D. Weinberg
Garden State School District
Trenton State Prison, Drawer N
Trenton, New Jersey 08565
(609) 695-6281 x35

Adult Education Program is: Adult Basic Education, continuing education, vocational education, crafts and college preparation.

Goals of Career Education in Program: to increase career awareness; to develop specific career skills.

Student Participation in Career Education Activities: integrated into this adult education program.

Description of Career Education Activities: Purpose of program is to help male inmates develop skills which may be of use to them upon release.

State: New Jersey

West Morris District Adult School

Daniel C. Melchior
West Morris Adult School
Administration Building
Four Bridges Road
Chester, New Jersey 07930
(201) 879-7970

Adult Education Program is: continuing education.

Goals of Career Education in Program: to increase career awareness; to develop specific career skills.

Student Participation in Career Education Activities: integrated into this adult education program.

Description of Career Education Activities: Courses emphasizing career skill development include Bookkeeping, IBM Keypunch Training, Real Estate, Silver Smithing, Stenography, Typewriting, Welding and Woodworking.

State: New Jersey

Willingboro Department of Community Continuing Education

Leo J. Cantelope
Willingboro Department of Community Continuing Education
Room 35, Garden Plaza Building
Willingboro, New Jersey 08040
(609) 871-9000 x231

Adult Education Program is: continuing education and community education.

Goals of Career Education in Program: to increase career awareness; to develop specific career skills; to refer individuals for career employment.

Student Participation in Career Education Activities: supplementary to this ongoing adult education program (sponsored by the program).

Description of Career Education Activities: Career opportunities training includes: Cooperative Business and Industrial Program aimed at career opportunities, manpower assessment and continuing education needs.

State: New York

Albany Adult Learning Center

Garrett W. Murphy
Albany Public Schools
222 S. Pearl Street
Albany, New York 12202
(518) 468-2154

Adult Education Program is: Adult Basic Education, continuing education and prevocational training.

Goals of Career Education in Program: to increase career awareness; to provide basic education, world of work orientation and job related education.

Student Participation in Career Education Activities: integrated into this adult education program.

Description of Career Education Activities: Initial screening to determine reading and math levels. Determination of goal by counselor and student. Student provided with Dictionary of Occupational Titles code descriptions, college information, training information, Kuder DD results and personal trait questionnaires to aid in goal selection. When selection is made, academic plans are formed.

State: New York

Kenmore-Town of Tonawanda Public Schools
Continuing Education Program

Stephen M. Godfrey
Continuing Education Program
1500 Calvin Boulevard
Kenmore, New York 14223
(716) 877-4636

Adult Education Program is: Adult Basic Education and continuing education.

Goals of Career Education in Program: to develop specific career skills for job entry.

Student Participation in Career Education Activities: outside this adult education program (not sponsored by program).

Description of Career Education Activities: An Adult Counseling and Guidance course is offered which utilizes interviews, testing and resource materials concerning school and job opportunities. Additionally, courses are offered in a wide range of vocational areas. A skill evaluation course is also offered for mature women who wish to re-enter the job market.

State: New York

SUNY Educational Opportunity Center

Paul Crafton
SUNY Educational Opportunity Center
Washington and Front Streets
Troy, New York 12180
(518) 273-1900

Adult Education Program is: postsecondary, vocational and academic.

Goals of Career Education in Program: to develop specific career skills for job entry.

Student Participation in Career Education Activities: integrated into and, in some instances, outside this adult education program (not sponsored by program).

Description of Career Education Activities: Career program includes classroom activities of discussion and student participation, guest speakers and on the job training.

State: New York

Gaston College
Human Resources Development

Dr. Milton M. Hagen
Human Resources Development
Gaston College
Dallas, North Carolina 28034
(704) 922-3136

Adult Education Program is: Adult Basic Education, continuing education and pre-educational and occupational preparation.

Goals of Career Education in Program: to increase career awareness; to develop specific career skills.

Student Participation in Career Education Activities: supplementary to this ongoing adult education program (sponsored by the program).

Description of Career Education Activities: Career activities include skill development through the following courses: Fire Service Training, Law Enforcement Training, Hospitality Training, Management Development Training, Manpower Services Program, New and Expanding Industry Training, Nursing Home Aide Training.

State: North Carolina

Lenoir Community College
Division of Continuing Education

Bruce I. Howell
Dean of Division of Continuing Education
Lenoir Community College
Kingston, North Carolina 28501
(919) 527-622

Adult Education Program is: Adult Basic Education and non-credit programs.

Goals of Career Education in Program: to increase career awareness and knowledge of opportunities within occupational fields.

Student Participation in Career Education Activities: supplementary to this ongoing adult education program (sponsored by the program).

Description of Career Education Activities: Program focuses on finding jobs for hard core unemployed who cannot find or hold a job. The program centers on recruiting, counseling, training and motivating. Those individuals placed in jobs receive counseling. Job follow-up is carried out for two years following completion of the program and job placement.

State: North Carolina

Randolf Technical Institute
Human Resources Development

Human Resources Development
Randolf Technical Institute
Drawer 1009
Asheboro, North Carolina 27203
(704) 629-1771

Adult Education Program is: continuing education.

Goals of Career Education in Program: to increase career awareness; to motivate and improve attitudes toward work.

Student Participation in Career Education Activities: integrated into this adult education program.

Description of Career Education Activities: This program lasting 6 hours, 5 days per week for 8 weeks, helps enrolled adults prepare themselves mentally and academically for a responsible job. Three hours are spent in motivational training and toward understanding oneself and others in a work situation. The other three hours are spent in preparation for a career for those who have finished high school.

State: North Dakota

Fargo Public Schools
Adult Education Program

Leonard Hanson, Director of Adult Education
Adult Education Program
Fargo Public Schools
1104 Second Avenue South
Fargo, North Dakota 58102
(701) 235-6461

Adult Education Program is: Adult Basic Education and continuing education.

Goals of Career Education in Program: to increase career awareness; to develop specific career skills.

Student Participation in Career Education Activities: integrated into this adult education program.

Description of Career Education Activities: All adult instruction includes some career education. However, the program has focused its career emphasis on consumer education. Most non-print career materials suitable for the adult program are too expensive for the adult education budget. The program would like to see the development of a rental agency.

State: Oklahoma

Central Tech
Adult Education

Benny Vanatta, Director of Adult Programs
Central Tech
3 Ct. Circle
Drumricht, Oklahoma 74030
(918) 352-2551

Adult Education Program is: adult education.

Goals of Career Education in Program: to develop specific career skills for job entry.

Student Participation in Career Education Activities: outside this adult education program (not sponsored by program).

Description of Career Education Activities: Career activities include: (1) regular utilization of advisory committees; (2) outside employers discussing career opportunities; and (3) instruction in world of work. Special skill development courses include: Truck Driver Training, Heavy Equipment Operations, Welding and Business and Office.

State: Oklahoma

Elk City Adult Learning Center

Harvey E. Black
Elk City Adult Learning Center
222 West Broadway
Elk City, Oklahoma 73644
(405) 225-0175

Adult Education Program is: Adult Basic Education and GED preparatory classes.

Goals of Career Education in Program: to increase career awareness and knowledge of opportunities within occupational fields.

Student Participation in Career Education Activities: supplementary to this ongoing adult education program (sponsored by the program).

Description of Career Education Activities: Program heavily utilizes the V.I.E.W. printout career materials produced by the State Department of Education which reviews 250 occupations. Program uses a micro-fiche reader for initial review of occupations and photo copies of reader cards for hard copies to be taken from our office. Cooperation with local employment and welfare agencies as well as a regional vocational technical school and a nearby junior college is included in Center activities.

State: Oklahoma

Lexington Inmate Training

Floyd Jacobs
Lexington Inmate Training
Box 578
Lexington, Oklahoma 73051
(405) 527-2191

Adult Education Program is: Adult Basic Education.

Goals of Career Education in Program: to develop specific career skills for job entry.

Student Participation in Career Education Activities: integrated into this adult education program.

Description of Career Education Activities: Following career activities are included: career exploration, goal establishment, job application and interviews and resumes. Skill development classes include Resource Management, Insurance and Consumer Education.

State: Oklahoma

Pawhuska Adult Learning Center

Carl F. Rogers, Director of Vocational and Adult Education
Pawhuska Adult Learning Center
1505 Lynn
Pawhuska, Oklahoma 74056
(918) 287-1221

Adult Education Program is: Adult Basic Education, continuing education, vocational and manpower education.

Goals of Career Education in Program: to increase career awareness; to develop specific career skills.

Student Participation in Career Education Activities: integrated into and, in some instances, supplementary to this ongoing adult education program (sponsored by the program).

Description of Career Education Activities: Career activities include: (1) adult high school course on vocations and (2) vocational skills programs.

State: Oklahoma

Pryor Adult Learning Center

Dewey Talley
Pryor Adult Learning Center
521 S.E. First Street
Pryor, Oklahoma 74361
(918) 825-1255

Adult Education Program is: Adult Basic Education.

Goals of Career Education in Program: to increase career awareness and knowledge of opportunities within occupational fields.

Student Participation in Career Education Activities: integrated into this adult education program as a special project for 1974.

Description of Career Education Activities: Encourse ABE students to seek self-improvement. By using such material as Oklahoma V.I.E.W. and the Occupational Outlook Handbook, trained counselors expand job interests stated by ABE students. Local leaders are contacted to visit classes and speak to the students. Follow-up part of program includes mailing questionnaires to those enrolled in the classes to find out how many students took advantage of information gained.

State: Oklahoma

Tahlequah ABE

Gene Pace
Tahlequah ABE, Materials Center
Jones-Academy Street
Tahlequah, Oklahoma 74464
(918) 456-5671

Adult Education Program is: Adult Basic Education.

Goals of Career Education in Program: to increase career awareness and knowledge of opportunities within occupational fields.

Student Participation in Career Education Activities: integrated into this adult education program.

Description of Career Education Activities: Information given concerning various careers upon student request and interest.

State: Oklahoma

Chemeketa Community College
Community Services Division

Alvin M. Leach, Dean of Community Services
Chemeketa Community College
4389 Satler Drive, N.E.
Salem, Oregon 97303
(503) 585-7900

Adult Education Program is: adult education.

Goals of Career Education in Program: to develop specific career skills for job entry.

Student Participation in Career Education Activities: Chemeketa Community College offers a variety of courses of a non-credit nature with specific purpose of developing individual skills. Some 3,500 adults are enrolled each term in Vocational-Technical courses. Advisory Committees are used extensively in developing courses to meet specific occupational needs. Classes are held both on and off campus, utilizing available community resources.

State: Oregon

Clatsop Community College

Ronald C. Collman
Clatsop Community College
16th and Jerome
Astoria, Oregon 97103
(503) 325-0910 x202

Adult Education Program is: continuing education.

Goals of Career Education in Program: to develop and upgrade specific skills.

Student Participation in Career Education Activities: integrated into this adult education program

Description of Career Education Activities: Includes an extension of day program in most Voc-Ed areas. New programs are also started which may be expanded by Voc-Ed departments. Program tries to service immediate needs and will begin courses any time and any where in service area. Generally speaking, adult programs are for re-training and/or for developing new skills needed - a supplemental program called occupational extension.

State: Oregon

Oregon State Penitentiary
Adult Basic Education in Corrections

Charles Keaton
Adult Basic Education in Corrections
Oregon State Penitentiary
Salem, Oregon 97310
(503) 378-2454

Adult Education Program is: Adult Basic Education in correctional settings.

Goals of Career Education in Program: to increase career awareness; to develop specific career skills. In addition, ABE in this setting exists to provide a strong rational approach for planning, evaluating, optimizing outcomes and fulfilling public demands for accountability.

Student Participation in Career Education Activities: integrated into this adult education program.

Description of Career Education Activities: Adult Basic Education in corrections tries to meet each inmate's need by the following listed concepts: (1) analyze his real life environment; (2) establish his real life environment; (3) assess each individual's need; (4) define his goals and objectives; (5) formulate a plan and develop a program for each individual inmate; (6) evaluate, on a continuing basis, individual's progress, make changes or additions as required.

State: Rhode Island

Career Education Project

Vivian Guilfoy, Project Director
Career Education Project
800 Howard Building
Providence, Rhode Island 02903
(401) 272-5300

Adult Education Program is: Career guidance and counseling utilizing the telephone.

Goals of Career Education in Program: to increase career awareness and knowledge of opportunities within occupational fields.

Student Participation in Career Education Activities: integrated into this adult education program (not sponsored by program).

Description of Career Education Activities: Career Education Project is free telephone counseling service (401-272-0900) for people over sixteen not currently working full-time or attending school on a full-time basis, or actively seeking full-time work. Project works through helping people analyze interests and abilities, through assisting them to view the world of work realistically and offering information on future career opportunities and current resources for part-time training.

State: Rhode Island

Cranston Adult Education Program

Zenas J. Kevorkian
Adult Learning Center
804 Dyer Avenue
Cranston, Rhode Island 02920
(401) 943-3391

Adult Education Program is: Adult Basic Education and continuing education.

Goals of Career Education in Program: to develop specific career skills.

Student Participation in Career Education Activities: supplementary to this ongoing adult education program (sponsored by the program).

Description of Career Education Activities: Career activities include the following skill development courses: Auto Mechanics, Bookkeeping, Business Machines, Data Processing, Nurse Aide, Shorthand and Typing.

State: Rhode Island

Providence Adult Education Department

Dr. Mary C. Mulvey
Providence Adult Education Department
396 Smith Street
Providence, Rhode Island 02908
(401) 272-4900 x241-242

Adult Education Program is: Adult Basic Education and continuing education.

Goals of Career Education in Program: to increase career awareness; to develop specific career skills.

Student Participation in Career Education Activities: integrated into this adult education program, outside this adult education program and also supplementary to this ongoing adult education program.

Description of Career Education Activities: Project ARISE (Adult Referral and Information Service in Education) is concerned with opening the world of continuing education and job training opportunities to everyone who can benefit from this information. Effort to upgrade education and careers includes counseling for completion of eighth grade or high school; information about programs offering retraining opportunities for new technology; and data for degree programs. Prime resource is ARISE Directory -- a one-volume reference and guidance tool with more than 4,000 listings relating to education, training, financial aid, guidance, testing, cultural opportunities, schools and educational organization.

State: South Carolina

Beaufort County Adult Education

Louise Anders
Beaufort County Adult Education, Box 350
Beaufort, South Carolina 29902
(803) 524-2660

Adult Education Program is: Adult Basic Education and continuing education.

Goals of Career Education in Program: to increase career awareness; to develop specific career skills.

Student Participation in Career Education Activities: integrated into and, in some instances, supplementary to this ongoing adult education program (sponsored by the program).

Description of Career Education Activities: All classes have career focus. Additionally, units of credit are given for work experience.

State: South Carolina

Florence Adult Education

Corbin G. Thompson
Adult Education
P.O. Box 8000
Florence, South Carolina 29501
(803) 662-8151 x241

Adult Education Program is: Adult Basic Education.

Goals of Career Education in Program: to increase career awareness; to develop appropriate work ethics necessary for vocational success.

Student Participation in Career Education Activities: integrated into this adult education program.

Description of Career Education Activities: ABE program is completely individualized. Program includes extensive counseling and regular "jam" sessions to ascertain each student's interest. Filmstrips and movies are shown in relation to discussion on possible job opportunities.

State: South Carolina

Kershaw County Adult Program

Dr. Gil Woolard
Kershaw County Vocational Center
Route 2, Highway 1 North
Camden, South Carolina 29020
(803) 432-9081

Adult Education Program is: Adult Basic Education, vocational, manpower and high school.

Goals of Career Education in Program: to increase career awareness; to develop specific career skills; to develop appropriate work ethics necessary for vocational success.

Student Participation in Career Education Activities: integrated into this adult education program.

Description of Career Education Activities: Regular academic adult education program is combined with vocational adult program. Academics are related to student career interests by the teacher in curriculum programming. Students take a balanced program of both academic and vocational skill courses plus required courses. Advanced adult diploma requires two years of successful, related work experience.

State: South Carolina

Midlands Technical College
Developmental Studies Department

Leila Sullivan
Developmental Studies Department
Midlands Technical College
Airport Campus, West Columbia, South Carolina 29169
(803) 796-8401 x197

Adult Education Program is: Adult Basic Education, and remedial education for vocational students.

Goals of Career Education in Program: to develop specific career skills for job entry.

Student Participation in Career Education Activities: outside this adult education program (not sponsored by program).

Description of Career Education Activities: Career education is conducted completely apart from Developmental Studies area. Students attending college participate in 1- or 2-year programs to give them skills in a chosen field of work. Our function is to aid students in upgrading English, Math and Reading skills in conjunction with their vocational programs.

State: South Carolina

York Technical Education Center
Adult Education Department

Florence Trevor
Adult Education Department
York Technical Education Center
Highway 21 By-Pass
Rock Hill, South Carolina 29730
(803) 328-3843

Adult Education Program is: Adult Basic Education, continuing education, and GED preparation.

Goals of Career Education in Program: to increase career awareness within adults and to develop specific career skills.

Student Participation in Career Education Activities: outside this adult education program (not sponsored by program).

Description of Career Education Activities: Adult education is an integral part of technical school. Students are provided the expertise of counselors, instructors, and other students for career information.

State: Tennessee

Oak Ridge Adult and Continuing Education Program

Ben H. Graves
Oak Ridge High School
Providence Road
Oak Ridge, Tennessee 37830
(615) 483-6316

Adult Education Program is: Adult Basic Education and continuing education.

Goals of Career Education in Program: to increase career awareness; to develop specific career skills.

Student Participation in Career Education Activities: integrated into this adult education program.

Description of Career Education Activities: In addition to standard vocational courses, the career program includes: six months of skill training for the people in Anderson County area. Training and Technology (T.A.T.) has been training and placing people in high paying industrial jobs for years. Training is conducted at Y-12 industrial plant operated by Union Carbide Nuclear Division in Oak Ridge. Only cost to individual is institutional training costs.

State: Tennessee

Ourton County ABE Program

Hugh L. Ogletree
Ourton County ABE Program
112 Bussell Street
Livingston, Tennessee 38570
(615) 823-1287

Adult Education Program is: Adult Basic Education.

Goals of Career Education in Program: to develop specific career skills in job entry.

Student Participation in Career Education Activities: supplementary to this ongoing adult education program (sponsored by the program).

Description of Career Education Activities: While the ABE program is academic, skill development courses are offered to those who request them. Typing, Bookkeeping and Shorthand are currently included.

State: Texas

Federal Correctional Institution
Education Department

D. J. Porterfield, Supervisor of Education
Federal Correctional Institution
Prison Road
Texarkana, Texas 75501
(214) 838-4587

Adult Education Program is: Adult Basic Education, continuing education, and vocational training.

Goals of Career Education in Program: to increase career awareness; to develop specific career skills; to provide meaningful, honorable, and economically desirable occupations which will help the released Federal offender to successfully re-enter and subsequently cope with society.

Student Participation in Career Education Activities: integrated into, outside and also supplementary to this ongoing adult education program (sponsored by the program).

Description of Career Education Activities: Vocational and career training includes: (1) auto mechanics; (2) refrigeration and air conditioning; (3) small engineer repair; (4) welding; and (5) classroom phases of truck driving and aviation.

State: Texas

Federal Corrections Institution
Education and Training Program

Les Duigess, Supervisor of Education
Federal Correctional Institution
Box 1000, Anthony, Texas 88021
(915) 886-3422

Adult Education Program is: Adult Basic Education and continuing education.

Goals of Career Education in Program: to develop specific career skills; to provide needed education and career skills to the individual in order to be successful in society upon release.

Student Participation in Career Education Activities: supplementary to this ongoing adult education program (sponsored by the program).

Description of Career Education Activities: Program includes: (1) career guidance and counseling, (2) job information, (3) job application (interview techniques with replays), (4) resume development, (5) job cluster study, (6) techniques for landing jobs and maintaining positive employer employee relations.

State: Washington

Edmonds Community College

R. E. Sarvis
Edmonds Community College
20000 68th Avenue West
Lynnwood, Washington 98036
(206) 775-3511

Adult Education Program is: adult education for credit.

Goals of Career Education in Program: to increase career awareness and knowledge of opportunities within occupational fields.

Student Participation in Career Education Activities: integrated into this adult education program.

Description of Career Education Activities: Two career development courses are offered: (1) Exploration of Careers - emphasizes individual potential through analysis of personal inventories and their relationship to occupational alternatives, and (2) Job-Seeking Techniques - stresses importance of adequate preparation for job interviews, writing application letters, and how to gather data and prepare resumes.

State: Washington

King County Jail Education Program

A. R. Sessions, Instructor
Division of Community Service
Seattle Central Community College
1702 Harvard
Seattle, Washington 98122
(206) 587-4085

Adult Education Program is: Adult Basic Education and continuing education.

Goals of Career Education in Program: to increase career awareness; to increase academic achievement to enable entry into vocational training programs.

Student Participation in Career Education Activities: integrated into this adult education program.

Description of Career Education Activities: Career activities include: (1) survey of career opportunities; (2) determination of aptitudes and interests and (3) training in job acquisition skills: developing resumes, developing skill in effective form completion and developing job interview skills.

State: Washington

Penninsula College

F. Ray Duncan, Registrar
Penninsula College
Port Angeles, Washington 98362
(206) 452-9277

Adult Education Program is: Adult Basic Education and continuing education.

Goals of Career Education in Program: to increase career awareness and knowledge of opportunities within occupational fields.

Student Participation in Career Education Activities: supplementary to this ongoing adult education program (sponsored by the program).

Description of Career Education Activities: Career education (Psy. 60) is a course offered students in need of assistance in decision making. Aptitude and interest tests are administered and interpreted. Employment trends are discussed on a local and national level. Attitude in work is discussed at length. Resume writing and interview techniques are discussed. Visits from community involve employers and services that may have opportunities for students.

State: Washington

Seattle Central Community College

Dan Donohue, Division Chairman
Seattle Central Community College
210 18th Avenue South
Seattle, Washington 98144
(206) 587-4133

Adult Education Program is: Adult Basic Education, ESL, and MDTA

Goals of Career Education in Program: to increase career awareness within adults and to provide necessary motivation, information and realistic standards for occupational preparedness.

Student Participation in Career Education Activities: Each instructor provides career information or contact with on-going programs in the college as well as resources outside the college. It is the feeling of the instructor that the area of career counseling is sadly neglected. People in great need of this service are often denied due to lack of funding or interest on the part of the institutions (low profile program).

State: Washington

Walla Walla Community College
Developmental Education

Hilda G. Thompson
Developmental Education
Walla Walla Community College
500 Tausick Way
Walla Walla, Washington 99362
(509) 529-0670

Adult Education Program is: Adult Basic Education.

Goals of Career Education in Program: to increase career awareness and knowledge of opportunities within occupational fields.

Student Participation in Career Education Activities: integrated into this adult education program.

Description of Career Education Activities: Walla Walla Community College's Career Education Program, under the Adult Basic Education Program, includes materials printed and on tape integrated into reading skills program. Materials are available at reading difficulty from level 1.0 - 8.0. Objectives in English as a Second Language (ESL) and ABE include coping skills for adults in occupational and vocational areas.

State: Washington

Wenatchee Valley College
Adult Education

Dick Peterson
Adult Education
Wenatchee Valley College
1300 5th Street
Wenatchee, Washington 98801
(509) 663-5126

Adult Education Program is: Adult Basic Education.

Goals of Career Education in Program: to increase career awareness and knowledge of opportunities within occupational fields.

Student Participation in Career Education Activities: integrated into this adult education program and in some instances supplementary to this ongoing adult education program (sponsored by the program).

Description of Career Education Activities: Career activities are integrated into adult programs within college and community.

State: West Virginia

Federal Reformatory for Women
Career Resource Center

Janice Andrews, PGCC
Career Resource Center
Federal Reformatory for Women, Box A
Alderson, West Virginia 24910
(304) 445-2901

Adult Education Program is: continuing education.

Goals of Career Education in Program: to increase career awareness; to develop interpersonal skills through which one can both gain and maintain a position in today's competitive job market.

Student Participation in Career Education Activities: supplementary to this ongoing adult education program (sponsored by the program).

Description of Career Education Activities: Career Education Program assists in the provision of knowledge and personal skills. After self reflection, individual is aware of particular needs and is ready to explore, through the materials of Career Resource Centers, different career possibilities. Finally, the Career Resource Center equips individuals with skills necessary to gain employment.

State: West Virginia

Marshall County Schools Adult Education

R. Joseph Komorowski
Marshall County Schools Adult Education
1300 Wheeling Avenue
Glendale, West Virginia 26038
(304) 845-3403

Adult Education Program is: Adult Basic Education, continuing education, and graduate classes from West Virginia University.

Goals of Career Education in Program: to develop specific career skills for job entry.

Student Participation in Career Education Activities: supplementary to this ongoing adult education program (sponsored by the program).

Description of Career Education Activities: Program offers training in the following courses: Machine Shop Apprentice, Auto Body, Auto Mechanics, and Diesel Shop. Courses are offered and designed as both supplemental and career programs. Supplemental courses are offered upon demand by those involved in industry in local area.